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MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE NATIONAL
BEEKEEPERS ASSOCIATION OF NEW ZEALAND INC HELD IN THE
OFFICES OF FEDERATED FARMERS NEW ZEALAND INC, AGRICULTURE
HOUSE, 12 JOHNSON STREET, WELLINGTON ON SUNDAY AND MONDAY 13
AND 14 FEBRUARY 2000 COMMENCING AT 2.20 PM ON SUNDAY 13
FEBRUARY 2000.

PRESENT

Mr T Gavin (President in the Chair) Mrs J Lorimer, Messrs D
Bell, T Taiaroa, S C Goodman (Executive Secretary) and T
Leslie.

APOLOGY

An apology for lateness was received from Mr L McKenzie

MEETING TIMES

It was agreed that the meeting times as set out in the
agenda be adopted.

AGENDA

It was agreed that the following items be added to the
agenda:

- a) Establishment of criteria and procedures for the
consideration of request for the deferment of a levy. (D
Bell)
- b) Payment of Conference float (C Gavin)
- c) Convita exports to Western Australia - Declined (C Gavin)
- d) Apiary Register- Maintenance, Confidence and Correctness
(C Gavin)

e) Executive elections (J Lorimer) it was noted later in the meeting that at its teleconference meeting of 3 October 1999 Jane Lorimer had been appointed a member of the Executive to replace Mr Bruce Stephenson.

It was agreed that in the absence of Mr McKenzie the Executive would consider only certain agenda items on the first day.

ADMINISTRATION

1 Frame replacements to be regarded as Fixed Assets

The Chairman referred to a letter from Gunson McLean-Accountants in respect of their clients substantial investment in replacement plastic frames (over \$6000). It was agreed that this was an accounting matter for the beekeeper to determine with his accountant.

FINANCE

1 Database Analysis

The meeting received a letter from Mr Nick Wallingford, and it was agreed that the letter be received.

ADMINISTRATION

2 Conference Up-date.

The Chairman indicated that Mr Foster had reported that conference arrangements were progressing well.

Mr Foster had been reminded that the Executive was responsible for the AGM and Delegates meetings.

Seed funding was still required.

It was agreed that meeting days and times for the Executive be considered at the next Executive meeting.

It was agreed that the Executive Secretary write to Mr Foster to clarify the Conference dates, but to indicate the Wednesday and Thursday 19/20 July for AGM and Delegates meeting were not changeable.

During this discussion it was agreed that Mr Taiaroa would continue to be responsible for Executive travel bookings, and would report on the options for Executive travel for Conference.

FINANCE

2 Bad debts

The meeting reviewed the minute of the September meeting (page 2) in respect of bad debts provisioning, and it was noted that this accounting action did not infer that collection of the debt/levy would not continue.

The Executive Secretary was requested to ensure prompt follow up with the collection agency.

3 Cost Recovery

The meeting noted comments from the previous Executive Secretary as to the high cost, particularly in respect of time, in servicing some aspects of the NBA's affairs.

It was agreed that where unwarranted amounts of time were expended on servicing member request then some cost recovery should be implemented.

4 Bank Authorities

It was agreed that the following be appointed bank signing authorities, any two of the following: -

Tim Leslie

Catherine Petrey

Josephine Lewis

And it was subsequently agreed, later in the meeting, that the President should be added to this list.

ADMINISTRATION

3 Code of Practice

It was agreed that an application be lodged with the Trustees for financial assistance for this project.

Further discussion was delayed until Mr McKenzie was present.

4 ACC

The meeting noted action being taken by the new government.

5 PMS Facilitator

Deferred until Mr McKenzie was present

FINANCE

5 Applications to the Trust

The Chairman reported that he had received an application from NZ AgriChemicals in respect of the spray drift advisory committee.

It was agreed to defer a decision on this application. Mr Bell undertook to make further inquiries.

MARKETING/DEVELOPMENT

1 ERMA

General discussion took place in respect of a pollen supplement and on control of broom. It was agreed that the President would keep in touch on these matters

2 Application to import West Australian Honey

The Chairman reported that there had been no progress since the last meeting.

3 Field Days Mystery Creek

Mrs Lorimer reported that approaches had been made for sponsorship, and two organisations had indicated support to a level of \$2000. An application had been lodged for a site (cost \$2500) but this could not be confirmed until finance was available. The marque would cost an additional \$1000, and there would of course be additional misc. expenses eg power. The layout etc of the site could not be finalised until confirmation of the site.

It was agreed that every endeavour be made to ensure that funding is available.

PRESENT

Mr T Leslie arrived.

RESEARCH

1 Surfactant Report

Mr Bell reported that there had been no further action by the Pesticides Board.

2 Research Report - Dr Mark Goodwin

The Chairman expressed his disappointment on the limited comment received.

3 FRST

Deferred until Mr McKenzie was present.

However the meeting did express its concern at the imbalance

of funding disease control, ie the non-payment by the bulk of "hobbyist beekeepers" towards the cost of disease control.

It was noted that under The Commodity Levies (Bee Products) Order 1996, Section 3 imposed a levy and Section 5 provided for the basis of calculation.

The exemption provisions provided in Section 6 required a statutory declaration.

It was agreed that the NBA was required to send a levy notice to all beekeepers. Therefore levy notices should be sent to all beekeepers registered under the Biosecurity (National Foulbrood Pest Management Strategy) Order 1998. The responsibility was then on the beekeeper to seek exemption by way of a statutory declaration

ADMINISTRATION

6 Training in Progress

The meeting was made aware of the problem in receiving redirected mail from the previous Executive Secretary. The Executive noted the action taken and the contents of Mr Leslie's letter of 10 February 2000 to Mr Brown.

The meeting was also made aware of a letter dated 11 February 2000 from Mr H Brown seeking an additional payment for services provided since termination.

ADJOURNMENT

The meeting adjourned at 4.45 pm and reconvened at 8.45am on Monday 14 February 2000

PRESENT

Mr T Gavin (President in the chair) Mrs J Lorimer Messrs D Bell T Taiaroa, L McKenzie and S.C.Goodman - Executive Secretary and Mr T Leslie

REVIEW

The Executive secretary reviewed items from the previous days meeting.

a. Suggested the addition of the President to bank signing authorities

b. Drew to the attention of the Executive the additional costs involved in sending levy notices to all beekeepers.

c. That as the management agency (Sec6) it was responsible to keep a register of all apiaries (Sec23) but that the order is established on the recommendation of the Minister of Agriculture.

MINUTES

1 Meeting held on 4 and 5 December 1999

The Chairman was authorised to sign the minutes as a true and correct record after noting the following amendment: -

PRESENT - Mr T Gavin (President in the Chair) Mrs J Lorimer, Messrs D Bell L McKenzie, T Taiaroa and D Ganeshalingham (Minute Secretary)

It was noted that this approval included the " Notes to Minutes (for Executive members only) "

2 Teleconference meeting 4 February 2000

The Chairman was authorised to sign the minutes as a true and correct record.

3 Teleconference meeting 26 September 1999

The Chairman was authorised to sign the minutes as a true and correct record.

AGENDA

Mr. McKenzie tabled the following additional items for the agenda paper

Calendar of events

Rural assistance/drought relief

Roll over of current support for another six months

Localised disasters, what is our position

Sheffield Consultancy's account still unpaid - we agreed it was to be settled in seven days from completion of the project last November

Concern expressed by a couple of members re standard of field day venues

Non reception of mail

"Strategy for Greening of NZ Honey"

The Executive Secretary suggested that in future where members had items for the agenda, these be sent in for inclusion on the circulated agenda paper.

MATTERS ARISING FROM THE MINUTES

1 Minutes 4/5 December 1999

a) Phenol Testing

The Chairman reported that he had not as yet had any discussions with Mr Peter Bray. He will pursue the matter.

The committee was generally of the opinion that at this stage overseas testing would be less expensive than the cost of having the test undertaken within New Zealand.

Mr McKenzie undertook to talk to the beekeeper involved.

b) Privacy Commissioner

The Chairman reported that he still had to make contact with the commissioner in respect of the B Peterson situation.

c) Change in Government

The Chairman reported that a letter had been sent to Mr Sutton on his appointment as Minister of Agriculture

ADMINISTRATION

7 Federated Farmers New Zealand Inc

It was noted that the Executive at its teleconference meeting of 26 September had decided that Federated Farmers would be the Association's "service provider"

8 Remits and Rule Changes

It was the opinion of the Executive that any changes to rule 20(b) should be considered at a later date.

In respect of rule 16 (f) it was noted that the Executive had at its teleconference meeting on 3 October 1999 decided that Jane Lorimer be appointed a member of the Executive to replace Mr Bruce Stephenson.

It was agreed that all members of the Executive would review the Rules and bring forward any suggested amendments for consideration at the next meeting of the Executive.

9 OSH Safety Plan

Mr McKenzie reported no progress since the last meeting of the Executive and hoped for progress by the next meeting.

10 Code of Practice

The Chairman indicated that he was still working on this project, funding to the order of \$4000/\$5000 would be needed to have it successfully implemented.

11 ACC

It was agreed that the Executive should keep this matter under review.

12 Facilitator (PMS)

It was agreed that to progress this matter it was necessary to establish a job description and person description. It was agreed that as Mr C Van Eaton had had substantial input into the Strategy, the Chairman would ask if he could assist with these descriptions.

It was further agreed that the Chairman and Mrs Lorimer would confer on the draft operational plan and report back to the Executive at its next meeting.

FINANCE

6 Annual Accounts - 31 December 1999

The meeting reviewed the first DRAFT of the annual accounts, noting that the service provider was of the opinion there maybe some accounts outstanding. (See previous reference to redirected mail Page 4)

During the discussion the meeting considered the advice from Mr M Reid (AgriQuality) in respect of the accounting for costs and revenue for residue testing. Debate took place as to the intent of the memorandum of understanding and the Chairman undertook to discuss this with Mr Reid the following day.

The Executive Secretary was ask to note that the Apiary Register Budget cost of \$10000 was a "book entry" and should reflect a revenue item under the PMS accounts.

With regard to the levy income it was the opinion of the Executive that the differential in the levy for the first apiary site was intended to be income towards the cost of publications. Therefore in respect of the 2000 year's income, \$28 of the levy for the first site should be shown as publications income, the remaining levy to be divided on the percentage basis .It was agreed that the 1999 accounts need not be amended to take note of this apportionment, but the notes to the accounts should so state.

7 Application to Industry Trust for NBA funding

The meeting noted the application prepared by Mr McKenzie, and he undertook to pursue the matter with the Trustees.
(Note follow up Page 10)

8 Statement of Financial Position together with Accounts for Payment.

The meeting considered the Cheque register statement dated 10/02/00 and accounts totalling \$96399.14 were approved for payment, represented by cheque Nos. 000657 to 000696 and bank debits from 11/10/99 to 17/12/99

9 Budget for the year 2000

Mrs Lorimer tabled a revised budget for the current financial year, which took into account, in part, the publications revenue from the levy. The overall situation was a deficit of \$15119 before any taxation.

The Executive Secretary referred to his "comparative" document and whether some of the proposed expense reductions could be achieved in the light of the past costs eg communications, printing and stationery, executive meeting costs etc. He also stated that in his opinion the proposed budget was more akin to a cash flow forecast.

The Executive resolved to adopt the budget as revised by Mrs Lorimer and that a full review be undertaken at the April meeting of the Executive so that a realistic budget might be

presented the 2000 conference.

It was agreed that the levy allocation for the year 2000 be as follows:

Administration 45%

Marketing/Development 24%

Pest Mtge. Strategy 31%

Noting that the Executive had decided earlier the first site differential of \$28 would be classified as Publications income.

10 Levy Collection, including bad debts

Considerable discussion took place in respect of the collection of the levy and the follow up procedures. The following was adopted for the collection of the levy in the current financial year (2000)

Last date for payment of levy 31 March

First reminder to be sent no later than 20 April

Second reminder, to include advice of legal action, to be sent no later than 20 May

Review by Executive and Branches in the month of June

Levy payments outstanding for which no deferment or other arrangement made, sent to BAYCORP for collection July/August

With respect to outstanding levies for 1999, and having regard to the unsatisfactory nature of the database(s) it was agreed that the following priorities be established.

(a) In the short term any levy outstanding of less than \$250 be deferred meantime from being sent to Baycorp for collection, or if already with Baycorp further action be

deferred meantime

(b) Amounts in excess of \$250 be referred to Baycorp for collection, after

(c) any explanation from the beekeeper is verified by reference to an Executive member or branch.

11 Deferment Procedure

It was agreed the Chairman and Mr Bell would draft guidelines for

(a) The benefit of beekeepers seeking deferment of their levy

(b) Matters to be considered by the Executive when deliberating on a request for a deferment

12 Apiary Register- Maintenance, Confidence and Correctness.

Amended 24.2.00 The Executive were concerned to achieve communication between the members and Agriquality to ensure that the Register is as up to date and accurate as is practical. To this end the Chairman and Mr Bell will have discussions with Mr M Reid, Agriquality NZ Ltd - NBA contractor for the maintenance of the database - prior to their meeting with Dr Barry O'Neil, MAF Biosecurity Authority, the following day.

PEST MANAGEMENT

1 Pest Management Review Committee

The executive met with Mr M Bush, Chairman of the Review Committee.

The Executive agreed to the objectives set by the Committee:

(a) To adopt the intended objective as stated in the operational plan (Page 2, Item 1.2)

(b) Investigate all items in current contracts to ensure:-

- i Are contractors meeting their required specifications
- ii Are beekeepers meeting their requirements and achieving PMS objectives.
- iii Make changes to contract specifications if an area is found to be ineffective and/or unfinancial

(c) Ensure PMS is available for public tender (May 2000)

(d) Write a report for current Minister in charge of PMS, to ensure continuation of Industry disease programme

(e) Review PMS operational plan in view of earlier objectives.

(f) Prepare and submit budgets as required by NBA executive

(g) Develop communication links to members through branches and magazine articles. Encourage feed back from members. If PMS is not working in the field, we want to know why, and how it can be fixed.

The committee's Goal was to make itself as "apolitical" as possible.

Mr Bush in responding to a question indicated that he thought the review committee would prefer that any facilitator appointed would be apart from their committee.

Mr Bush advised the Executive the Mr R Bensemman had resigned from the committee, and it was agreed that approaches be made to Mr Andy Booth to see if he would make himself available.

Mr Bush indicated the committee's need for some form of secretarial assistance for some but not all of their meetings. It was agreed later in meeting that Mr Leslie's

offer to assist be accepted.

It was noted that contact person within the administration contract was Mr Bruce Stephenson and it was noted that this would need to be changed at the meeting the following day.

The Chairman undertook to discuss with Dr Mark Goodwin his continuance as Adviser.

The meeting indicated to Mr Bush that it saw no problem in his or his nominee having direct dialogue with Mr M Reid of Agriquality. It was agreed that the Chairmen would advise Mr M Reid of this decision.

In response to a request from Mr Bush, it was agreed that it was in order for Mr Leslie to make available to Mr Bush financial information that would be of assistance to the committee in developing its budget.

The meeting noted certificate of inspection figures provided by Mr M Reid (E mail 11/2/00). The meeting was of the opinion that the high number of defaulters should be addressed. It was agreed later in the meeting that the NBA should be exercising its powers under the Biosecurity Act and in particular the penalty provisions. It being noted that the contractor had no responsibility nor liable in insuring compliance. (See page 12)

FINANCE

12(ctd) Apiary Register

Amended 24.2.00 Mr Bell indicated his concerns that the NBA had not progressed an access and maintenance agreement for the apiary register. The NBA should not be expected to shoulder all the costs of maintaining the register or its updating. as other agencies use this data eg Export Certification, EDPR etc.

It was agreed that the Chairman be given the authority to finalise the proposed agreement for access and maintenance

of the register with MAF Biosecurity Authority, at the meeting the following day, provided he thought it appropriate to do so.

13 Cheques upon the table

It was agreed that the cheques left on the table at the September meeting (Minutes Page 3 - item 5) had in fact been taken from the table at the December meeting

14 Equipment

It was agreed that the Executive Secretary be authorised to purchase a filing cabinet.

7(ctd) Application to Industry Trust for NBA funding

Mr Leslie reported on his telephone discussion with one of the trustees, and it appeared that the trustees were unlikely to be responding favourably to the Executive's request, probably because it might not meet the Trust Deeds requirements. It was agreed that the Executive Secretary be authorised to pursue this matter with the Trustees.

PUBLICATIONS

1 Mr Taiaroa reported that the preparation of the profile magazine for the industry was currently under examination.

It would be possible to reprint the existing document, but that was in need of some major updating.

The Executive agreed that a new profile document was important, but implementation will probably be hindered by the lack of finance.

A paper on the economic benefits of the beekeeping industry was to be prepared.

2 Mr Taiaroa reported that a review was currently underway of the costs for printing and editing the Beekeeper Journal

Arrangements were being made to accept small classified advertisements - cost \$25

It was not proposed to amend advertising rates at present.

3 Mr Leslie read a communication from Mr N Wallingford in respect of the NBA'S web page, with particular reference to its domicile and maintenance.

It was agreed that responsibility for the web page now be with Mr McKenzie.

It was further agreed that Mr Leslie explore options in respect of the ISP. The Executive recorded its appreciation to Mr N Wallingford for his major contribution in respect of the NBA web page.

MARKETING DEVELOPMENT

4 Marketing Facilitator Contract

Mrs Lorimer reported the contract was still under review, and the present financial situation of the NBA was not assisting matters.

5 Labelling Requirement

No further action

6 Foreign Affairs and Trade

The Chairman reported on discussions with the Ministry in respect of bees to the USA and other related matters.

He referred to correspondence received from Convita with regard to the export of honey products to Western Australia. He also referred to the letter from the Western Australia Dept of Agriculture on the same subject. It was noted that this appeared to be contrary to the SPS agreement.

7 Residue Testing - EU and APA

Advice from the Ministry of Agriculture & Forestry that Caroline Keast would be the contact within the Animal Products Group for the National Chemical Residues Monitoring Programme as this had now been taken over by MAF food Assurance Authority, Animal Products group.

8 Import Standards for Bee Products

Mr McKenzie report no progress, but Ms Peters of MAF R A had undertaken to keep the NBA informed.

9 Import of Honey without Documentation

The Chairman reported on advice of imported honey being received in New Zealand without a permit. It was agreed that in view of the special circumstances, the Chairman would raise the matter with officials in an " informal way".

10 Animal Products Act

Mr McKenzie reported that a submission had been lodged with regard to the defining a primary producer, and the submission had noted that the NBA would appreciate the opportunity for further discussion.

He further reported that a new round of submissions was being sought.

It was agreed that Messrs McKenzie and Bell pursue these matters in consultation with Maxine Yuile of Federated Farmers.

11 Application to import Western Australian Honey

The Chairman to have discussions with Caroline Keast of MAF Animal Products Group.

12 Field Days Mystery Creek

The Executive indicated that it would support an application to the Trustees for financial assistance with this project.
(Refer page 3)

13 Bees to United Kingdom

It was agreed that a letter be written to the Ministry ascertaining the present position of bee on the comb, and Mr McKenzie agreed to work with Mr Leslie in preparing the letter.

14 IHEO

It was agreed that the Chairman would ascertain from Mr Ian Berry as to the present situation of the NBA'S IHEO representative.

RESEARCH

4 Genetically Modified Organisms

No further action

5 Landcare Research - Biological control of Broom

The meeting noted that Landcare were currently conducting a survey. It was agreed to await any action from ERMA

6 Honey research Unit

No further development

PEST MANAGEMENT

2 Pest Management Strategy

It was agreed that the Chairman further discuss this issue with Mr M Reid of the contractor Agriquality

3 Every beekeeper is carrying the cost of disease control

Discussed earlier in the meeting (Page 3)

4 Reporting of AFB to Management Agency

It was noted that the NBA as the managing agency had not received any communications on the topic and in any case these should be sent to the contractor.

5 Draft Biosecurity Research Strategy

The Chairman reported on receipt of a document from Sue Cotton of the Biosecurity Secretariat. It was agreed that this be circulated to the Executive for consideration and comment, and Mr Bell undertook to act as the co-ordinate of the comments and prepare the submission to MAF.

6 Agriquality Contract

At present under review by the Review Committee.

7 Terms of Reference for PMS Review Committee

The Chairman tabled the report from Mr Bell (17/1/00) outlining draft terms of reference for the Review Committee

The Chairman agreed to ascertain from Mr Ian Berry whether the previous Executive Secretary had written asking if he would accept the appointment of Disputes Arbitrator for the PMS (Exec Minutes, Page 7 item 48- September 1999 meeting)

It was agreed that Mr Leslie would provide the secretarial assistance sought by Mr Bush for the Review committee.

It was agreed that there was no need, at this stage, to appoint a contact person for the PMS contract.

It was agreed that Mr McKenzie would approach Mr Andy Booth to serve on the Review committee, following liaison with the Chairperson (Mr Bush)

General discussion took place about the requirements for a

certificate of inspection under the Biosecurity Order 1998 and the Biosecurity Act. It was agreed that Mr Leslie discuss with Federated Farmers solicitor the "mechanics" and possible costs of taking action under the non compliance penalty clauses of the Biosecurity Act.

Depending on the outcome of this consultation, appropriate messages to be sent to the industry via the Journal and Web site.

GENERAL

1 Rural Assistance/Drought Relief

(a) Mr McKenzie commented that there were a lot of beekeepers still under stress and who had cash flow problems. It was agreed that the NBA should write to the Ministry supporting a continuation of the relief policy for a further 6 months from 31 March 2000.

(b) In respect of localised disasters, it was agreed to ascertain from Federated Farmers if they had a position on the issue. Mr Leslie to discuss with Mrs C Petrey.

2 It was noted that the Sheffield Consultancy account had been paid.

3 Strategy for Greening

University of Otago paper - agreed that this be discussed at the next meeting.

4 Training in Progress

The meeting had discussed earlier in the meeting the problem of redirected mail and Mr Brown's letter of 11 February 2000. It was now decided that in remunerating Mr Brown to 31 December 2000 the Executive had fulfilled all its obligation to the contractor - Training in Progress, and had no further liability for any time Mr Brown had spent on NBA business since the date of the termination ie 15 October 1999.

NEXT MEETING

The next meeting was set down for Monday and Tuesday 21/22 March 2000, in Wellington, commencing as soon as practical on the Monday morning.

CLOSURE

The meeting concluded at 4.45 pm

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National Beekeepers Association of New Zealand (Inc.)

Notes of an Executive Committee Teleconference held at 8.30pm, Thursday March 2nd 2000.

In attendance:

Mr T Gavin (President); Mrs J Lorimer, Mr T Taiaroa, Mr D Bell & Mr L McKenzie (all executive); Mr T Leslie (Secretary)

Matters of Business:

1. PMS Facilitator

Mr Gavin reported that he had been in contact with Cliff van Eaton to give some guidance and/or write the facilitators job description. Mr van Eaton feels that there are some problems with certain clauses in the PMS Strategy, but it appears he is quoting from the wrong references.

After discussion about Mr van Eaton's concerns, it generally agreed that Mr van Eaton was probably quoting the wrong document. The Committee agreed that they need to see a copy of his letter to Mr Gavin. It was agreed that Mr Gavin would fax to Mr Leslie in the morning so that he could fax out to the Executive.

Further discussion carried on about who would fill this

important role. The Committee agreed that Mr Gavin and Mr Bell would share the role until the Executive meeting to be held in Wellington on March 20 & 21. At this meeting the issue would be discussed in more depth.

Mr Bell reported that the Review Committee, under Murray Bush had had a good meeting by telephone on Sunday 27 Feb.

2. Trust Loan

Mr Leslie reported that the Chairman of the Honey Industry Trust had contacted him that afternoon to let him know that the Trust had agreed to loan as an overdraft facility \$30,000 at 5% per annum for the month of March.

They had also agreed to the Marketing Committees request for \$5,000 as a grant for the proposed site at the Mystery Creek Field Days in June.

3. Levy Disputes

Mr Leslie reported that there was stream of levy disputes arriving since the invoices were sent out.

It was agreed that Mr Leslie is to write to AgriQuality New Zealand, Attention Murray Reid and outline the cases and request copies of AgriQuality's paper work from the disputing beekeepers. A copy of the letter to be sent to Barry O'Neil, MAF Biosecurity.

4. COI Defaulters

Mr Leslie and Cath Petrey (Federated Farmers) will discuss correct procedure and costs involved for this with Mike Smith (solicitor) next week.

A brief discussion names for COI work was held. Mr McKenzie reported that he is still "negotiating" with Andy Booth. Mr Taiaroa suggested that the PMS Cttee could be approached for a name as well.

5. EU Testing

AgriQuality's advice that they had collected \$6695 and that this would cover their costs was discussed. The general mood was that this is actually NBA money and that AgriQuality need to be reminded of this. Mr Gavin is to send Murray Reid's letter to Mr Leslie and further action will be discussed at the March Executive Meeting.

6. Apiary Register Audit

Mr Gavin reported that the audit is under way and that 2 MAF Staffers had visited him. A watching and waiting brief will be kept.

7. February Executive Minutes

Mr Leslie reported that these had been posted today. Some members of the Committee felt uncomfortable with what they considered values judgements of the Executive Secretary and that these were out of order. They were uncomfortable with items relating to budget comments and late agenda items.

8. General

Mr McKenzie reported that Mr B Stevenson had called him and requested information on the annual accounts and the PMS Committee. He had been brought up to speed.

The March Executive Meeting would aim to start around 10.00am on the 20th as Mrs Lorimer is the last to arrive at 9.40am.

Mr Leslie is to discuss with Stephen Riden from Federated Farmers issues surrounding publicising the reason for the

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NATIONAL BEEKEEPERS ASSOCIATION OF NEW ZEALAND INC

MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE NATIONAL BEEKEEPERS ASSOCIATION OF NEW ZEALAND INC HELD IN THE OFFICES OF FEDERATED FARMERS NEW ZEALAND INC, AGRICULTURE HOUSE, 12 JOHNSON STREET, WELLINGTON ON MONDAY AND TUESDAY 20 AND 21 MARCH 2000 COMMENCING AT 11.55 AM ON MONDAY 20 MARCH 2000.

PRESENT Mr T Gavin (President in the Chair) Mrs J Lorimer, Messrs D Bell, L McKenzie, T Taiaroa, S C Goodman (Executive Secretary) and T Leslie.

APOLOGIES Nil

MEETING TIMES

It was agreed that the meeting times as set out in the agenda be adopted.

AGENDA It was agreed that the following items be added to the agenda:

- a) Requirements for expense account claims (T Taiaroa)
- b) Interception of bees in Sydney (T Gavin)
- c) Agric. Security meeting - Regional ports (T Gavin)
- d) Executive elections (T Gavin)
- e) Contact with new beekeepers (J Lorimer)
- f) Disease recognition (J Lorimer)
- g) Agreed that agenda item 13 (Pest Management) be moved ahead of item 11, (Marketing/Development) on the agenda paper.

MINUTES

The Chairman was authorised to sign the minutes as a true and correct record.

2 Teleconference meeting 2 March 2000

The Chairman was authorised to sign the minutes as a true and correct record.

SURVIVAL

1 Financial statements for the year ended 31 December 1999 The Executive Secretary tabled the draft financial statements to 31 December 1999. Matters discussed - had all accrued advertising revenue and printing costs for the Beekeeper been included; increased meeting costs due to the changes agreed; pest management costs; inclusion of interest paid to the trust included as bank charges.

The meeting agreed that the draft financial statements disclosing an estimated deficit of \$79777, be adopted for presentation to the auditor, acknowledging there may be minor adjustments still required. ACTION: T LESLIE

LUNCH

The meeting adjourned at 12.50 pm for lunch and reconvened at 1.33 pm.

SURVIVAL

2 Apiary Register

It was acknowledged that the register was an integral part of the Associations financial records.

INSURANCE

The Executive met with David Bristow of Special Risks Insurance International Ltd to consider a proposal for a compulsory national bee disease insurance scheme. It was

agreed that Mr Bristow would provide an article for the Beekeeper, following which the Executive would decide if a remit should be submitted to members at the AGM

ACTION: D BRISTOW

SURVIVAL

3 Budget for the year 2000

Amended 28.3.00 The meeting considered the Executive Secretary's paper of the 8 March 2000, being a working paper in respect of the continuing development of the 2000 budget.

The meeting then reviewed the levels of expenditure within each aspect of the Association's activities.

Savings of \$28353 were made in Administration expenditure.

Publications - a saving of \$8316, to achieve a break even situation.

A saving of \$2700 within Marketing/Development for EU expenses.

ACTION: S GOODMAN

It was also agreed that applications be lodged with the Trustees for :-

- a) Part of the Federated Farmers fee for administration
- b) Expenses in relation to the surfactants publications
- c) Spore testing within the Pest Management Strategy.

ACTION: S GOODMAN/T LESLIE

The revised figures for the 2000 budget are:-

Administration

1946

Publications	0
Marketing/Dev	22251
Pest Mtge. Strat.	-14330
Surplus	9867

Further savings of \$25800 to be achieved if funds are available from the Trustees.

Levels of income from the levy were based on figures supplied by Agriquality and a collection level of 92%, ie

85% collectable

10% collectable less costs of recovery (a net 7%)

5% uncollectable

ADJOURNMENT

The meeting adjourned at 5.25pm and reconvened at 9.11 am on Tuesday 21 March 2000

SURVIVAL

3 Budget for the year 2000

The Executive reviewed its decision of the previous day in respect of this years conference, and agreed that the NBA would only meet the following executive costs:-

Arrival on the morning of Tuesday

Departure late on Friday

ACTION: S GOODMAN/T LESLIE

The Executive accepted that regular monthly review - actual

to budget would be required, and the Executive Secretary was requested to ensure that monthly reports were available to the Executive within 10 working days of the end of the month.

ACTION: S GOODMAN/T LESLIE

CALENDAR 2000

The Executive reviewed the draft 2000 calendar of activities and this was approved after suitable amendment. (see appendix 1)

For future face to face Executive meetings the members of the Executive would assemble mid-day Sunday for preliminary discussion and debate and the formal meeting would commence at 9.00am on the Monday for a one day meeting.

ACTION: T LESLIE

MATTERS ARISING FROM THE MINUTES

1 Executive Meeting 13/14 February 2000

The Executive Secretary to check that clarification had been sent to Gisborne branch as to the days for the Industry AGM

ADMINISTRATION

1 Remits and Rule Changes

A) It was agreed that the Executive would discuss standing order 40 at its next meeting.

B) The Executive Secretary to check the wording of Rule 6 (a), (1)

C) General discussion took place in respect of the situation of "other" partners and voting.

D) The meeting noted proposed rule changes from Mr N

Wallingford, to rules 16(a) and 17(c), (vii) and it was agreed in terms of existing Executive policy these be referred to the Association's Solicitor for comment.

ACTION: S GOODMAN

2 Conference Update

The Chairman indicated that he had not been in contact with Mr Foster since the last meeting.

3 OSH Safety Plan

Mr McKenzie reported no further action.

4 Code of Practice

General discussion took place on this subject during which it was noted -

a) An application for funding from the Trustees had been prepared

b) That MAF had a template to assist.

d) No further contact had been made with the Southland branch.

Agreed Messrs T Gavin and L McKenzie would pursue.

ACTION: T GAVIN/L MCKENZIE

5 ACC

Nil action, delete from future agenda papers

6 Privacy Commissioner

The Chairman reported that he had responded to the Commission, and it was agreed to delete this item from future agendas.

7 Annual Report for 1999

It was agreed that members of sub committees provide the Chairman reports on activities for 1999, and the Executive Secretary was asked to advise those not present at this meeting of this request.

ACTION: EXECUTIVE MEMBERS

S GOODMAN/T LESLIE

8 Composition of the Executive

It was noted that the following terms of office expire this year -

T Taiaroa

L McKenzie

J Lorimer

In addition, the vacancy on the Executive was for a one year period.

FINANCE

1 Levy collection, including bad debts

Mr Leslie reported that communication was being made with all beekeepers who were unfinancial in respect of the 1999 apiary levy. Further follow up would be undertaken once the pressing work load involved with the levy for this year had passed.

ACTION: S GOODMAN/T LESLIE

2 Accounts for Payment

The meeting considered the cheque register dated 20.3.00 and

accounts paid totalling \$95,663.66 were ratified, represented by cheque numbers 000680 to 00714, 15501 to 15910, 500308 to 500350, 16003/4. The Executive approved the account of CHB for payment \$5611.82.

3 Expense Claims

Members were advised that in respect of claims for expenses supporting invoices or receipts were required for audit and GST purposes, eg telephone accounts with relevant toll calls highlighted.

4 Application to Industry Trust for NBA Funding

The meeting noted that the request for a grant had been declined. A loan of \$30,000 had been made, repayable on 31 March 2000. Agreed that the Executive Secretary seek repayment deferment until 31 May 2000.

ACTION: S GOODMAN/T LESLIE

5 Applications to the Trust

Mr D Bell undertook to make further enquiries about the AgriChemicals application in respect of the spray drift advisory committee.

ACTION: D BELL

6 Deferment Procedure

In the absence of any draft guidelines, the Executive Secretary was asked to review past criteria and follow up with an Executive conference call.

ACTION: S GOODMAN/T LESLIE

7 Filing Cabinet

The Executive Secretary reported that Federated Farmers had loaned the Association two filing cabinets.

PUBLICATIONS

1 Profile Document

The meeting noted no further progress with the preparation of a revised/new profile document. Mr L McKenzie indicated that he would talk to the publishers of Strategies for 'Greening' the NZ Honey Industry.

ACTION: L MCKENZIE

2 Responsibilities for Web page

The meeting was advised that arrangements had been made for an ISP in Tauranga together with the costs involved, however material needed updating.

It was agreed that only the Executive Secretary and the nominated Executive member (currently Mr L McKenzie) be authorised to up date the material on the web site.

3 Nectar and Pollen Sources

Mrs J Lorimer agreed to make a copy available to the Executive Secretary, who would obtain cost of reproduction.

ACTION: J LORIMER/T LESLIE

PEST MANAGEMENT

1 Pest Management Strategy

No report was available from the review committee. The meeting reviewed Mr Reid's e-mail of 11 February 2000, and it was agreed:

a) that the details of the 216 apiaries inspected by obtained, together with the costs involved and these costs be recovered from the respective beekeepers.

ACTION: S GOODMAN/T LESLIE

b) The Executive Secretary to draft a suitable letter from the NBA to all recipients of ADRs warning them of the penalties of non compliance with the legislation and advising them that the NBA would be taking steps to impose the penalties provided within the legislation. The letter to be discussed with Federated Farmer's solicitor.

ACTION: S GOODMAN/T LESLIE

c) That the Executive Secretary draft a letter to be sent to those beekeepers who had not completed their certificate of inspection advising that the NBA intended to take action to impose the penalties provided in the legislation. This letter also to be discussed with Federated Farmer's solicitor.

ACTION: S GOODMAN/T LESLIE

ADJOURNMENT

The meeting adjourned at 12.40 pm for lunch and reconvened at 1.30 pm.

PEST MANAGEMENT

1 Pest Management Study (Cont'd)

The meeting considered a letter dated 14 March 2000 from MAF Policy adviser in respect of "appointment renewals for authorised persons" and it was agreed that this be referred to AgriQuality for comment.

ACTION: S GOODMAN/T LESLIE

2 PMS Facilitator

Mrs J Lorimer tabled a job description. It was agreed that this be considered in the light of the operational plan, and Mrs J Lorimer was asked to further develop the proposal,

with assistance, from others within the industry. (Note - latter in the meeting Mr T Taiaroa agreed to assist in this project.)

ACTION: J LORIMER/T TAIAROA

3 Disputes Arbitrator

The Executive secretary to confirm Mr I Berry's appointment.

ACTION: S GOODMAN/T LESLIE

4 Review Committee

Mr L McKenzie reported that Mr Andy Booth had agreed to serve on the committee.

5 Draft Biosecurity Research Strategy

The Chairman undertook to follow this up.

ACTION: T GAVIN

6 Cost of Disease Control

Agree to await the response to the letter to "all" beekeepers.

7 AgriQuality Contract

Subject to consideration by the review committee.

ACTION: REVIEW COMMITTEE

8 Revenue from Residue Testing

Agreed that the Executive Secretary write to AgriQuality seeking payment of fees collected by them from beekeepers for residue testing.

ACTION: S GOODMAN/T LESLIE

9 Review Committee

It was agreed that the Minister be advised of the construction of the review committee together with a brief pen picture of the members.

ACTION: S GOODMAN/T LESLIE

10 Disease Recognition

Mrs J Lorimer sought guidance in the case of two dyslexic beekeepers wishing to undertake the trainers course. Agreed that this should be discussed with Mr R Hatfield, contractor for the examinations.

ACTION: T LESLIE

11 Trainers

Mrs J Lorimer sought guidance in respect of trainers who declined to actually carry out training. It was the opinion of the Executive that in the absence of any agreement between the branch and the trainers, there was little that could be done.

It was agreed that the Chairman would discuss with Mr Stephenson, the outcome of the training course at Ruakura, including financials, confirming the details in writing.

Concern was expressed as to lack of information on the tests, and Mr T Taiaroa undertook to obtain the information from the Chairman and printed the detail in the Beekeeper.

ACTION: T GAVIN

MARKETING/DEVELOPMENT

1 Marketing Facilitator Contract

Mrs J Lorimer indicated that it was unlikely that a contract

would be completed. Arrangements with Floyd Marketing would continue, and similar budget criteria would be applied.

2 Labelling Requirement

No further developments. Item to be deleted from future agendas, until some action was required.

3 Import Standards for Bee Products

Mr L McKenzie reported there had been no developments, but the issue should be retained on the agenda paper.

ACTION: AGENDA

4 Animal Products Act

Mr L McKenzie suggested that the topic should be kept under review.

ACTION: REVIEW

5 ERMA - Pollen Supplement

The Chairman indicated nothing new to report.

6 Application to Import Western Australian Honey

The Chairman stated that nothing further had developed. Mr L McKenzie commented on an article on the web site.

7 Field Days - Mystery Creek

Mrs J Lorimer reported on financial assistance from the Trustees. The site had been paid for, and a marquee order. Bill Floyd and Trevor Bryant would be among those assisting.

8 Bees to United Kingdom

Mr L McKenzie advised that he had spoken to Mr J Edwards and a letter was being prepared setting out the details.

ACTION: L MCKENZIE

9 IHEO

The Chairman stated that he had still to ascertain from Mr I Berry the present situation of the NBA's IHEO representative.

ACTION: T GAVIN

10 Strategy for Greening

Agreed that this paper be received.

11 Contact with New Beekeepers

Mrs J Lorimer expressed concern that the Association was not in contact with beekeepers who were added to the apiary register after the 1 June date.

It was agreed that the Executive Secretary ascertain what action the NBA needs to take to access the apiary register direct, such enquiry to include details of all costs involved.

ACTION: S GOODMAN/T LESLIE

RESEARCH

1 Surfactant Report

Mr D Bell reported that the Pesticides Board would be meeting in the near future, following which aspects of the report should be known.

2 Genetically Modified Organisms

Mr L McKenzie was of the opinion that media comment indicated a more balanced attitude from the Government.

3 Landcare Research - Biological Control of Broom

Noted no action from ERMA.

4 FRST

Nothing to report

5 Honey Research Unit

Delete from future agendas

ACTION: T LESLIE

6 Phenol Testing

The Chairman reported that he had been unable to discuss this item with Mr P Bray but would do so shortly.

ACTION: T GAVIN

7 RARU

Mrs J Lorimer reported a meeting had not been held.

PEST MANAGEMENT STRATEGY

2 Facilitator (Cont'd)

A further review of this topic resulted in Mr T Taiaroa offering to assist Mrs J Lorimer.

12 Apiary Register

It was agreed the Executive Secretary would refer any document relating to the accuracy of the register to Mr Ashley Edge of Biosecurity.

ACTION: S GOODMAN/T LESLIE

CORRESPONDENCE

The outwards and inwards correspondence was approved.

GENERAL BUSINESS

1 Mr T Leslie indicated that he wished Mr L McKenzie to review his letter to the Minister on the subject of an extension to the drought relief policy.

ACTION: T LESLIE/ L MCKENZIE

2 The meeting considered correspondence from MAF Biosecurity in respect of the interception of bees in Sydney. It was agreed that the Association should write to the Minister expressing concern that this matter had not been drawn to the attention of the NBA by the Ministry, and requesting that in future any similar incidents should be advised to the Association.

ACTION: S GOODMAN/T LESLIE

4 The chairman advised that at the recent meeting with biosecurity, it appeared that they had adequate coverage in the smaller ports. He would circulate the relevant paper to members of the Executive.

ACTION: T GAVIN

5 While discussing the subject of communication with branches, it was agreed that a nomination form for the Executive would be included in the next issue of the Beekeeper.

ACTION: S GOODMAN/T LESLIE/T TAIAROA

6 Mr D Bell offered to draft a 'word picture' in relation to the financial statements for submission to the branches.

ACTION: D BELL

NEXT MEETING

It was agreed that the next meeting of the Executive would be a TELECONFERENCE meeting on the evening of TUESDAY, 19 APRIL, 2000 COMMENCING AT 7.30 PM

CONCLUSION

The meeting concluded at 4.07 pm

DATE OF NEXT MEETING

CONFERENCE CALL 7.30 PM, TUESDAY, 19 APRIL 2000

=====
MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE NATIONAL BEEKEEPERS' ASSOCIATION OF NEW ZEALAND (INC.) HELD IN THE OFFICES OF FEDERATED FARMERS OF NEW ZEALAND (INC.), AGRICULTURE HOUSE, 12 JOHNSTON STREET, WELLINGTON ON MONDAY AND TUESDAY 15 AND 16 MAY 2000 COMMENCING AT 10.10AM ON MONDAY 15 MAY 2000.

PRESENT:

Mr T Gavin (President), Mrs J Lorimer, Messrs D Bell, L McKenzie, T Taiaroa, S Goodman (Executive Secretary) and T Leslie

APOLOGIES:

Nil

Leave of absence from 10.00am until approximately 1100am each meeting day was granted to Mr Bell

to allow him to attend the daily varroa conference call at MAF Head Office.

MEETING TIMES:

The meeting agreed that the Monday adjournment would be at 5.30pm and that the meeting would reconvene at 8.30am on

Tuesday 16 with completion at 4.00pm.

Visitors:

1. Ms Helen Benard, incident controller MAF NCDI would join the meeting at 1.00pm Monday to up date the committee on the Varroa outbreak.
2. Mr B Doran from CHB Print would join the meeting at 1.00pm on Tuesday to discuss the journal.

MEETING CHAIRMAN:

At this stage Mr Gavin discussed with the Executive issues around his health status with particular regard his asthma. Lately, particularly during the Varroa outbreak, Ms asthma had been particularly severe. This added pressure was causing Ms family some concern and he was keen to minimise the pressure he is under. With this in mind, Mr Gavin proposed that a position of Executive Chairman is appointed for the meeting and he suggested that Mr Taiaroa assume the Chairmanship of the meeting.

Mr Gavin also announced that he will not be seeking another term as President of the Association and that he felt the incoming Executive will need to discuss the idea of an Executive Chairman so that the President's workload is more manageable. He was concerned that the current varroa situation was not allowing him time to consider issues that as Chairman of the Executive he also needed to be covering.

Mr McKenzie felt that Mr Gavin had handled the situation well during the last 5 weeks and by delegating responsibilities to members of the Executive and letting them get on with the job, the workload was well managed.

Mr Gavin then passed the Chairmanship of the next two days to Mr Taiaroa.

AGENDA REVIEW:

The following items were added to the agenda:

- (Branches
- (AFB Elimination Manual
- (David Bristow Insurance Broker
- (Branchcapitation
- (Trainercourses
- (Conference
- (Publications and Web Page

ANZFA

MINUTES:

The President was authorised to sign the minutes of the Executive Meeting held March 20 and 21 2000.

It was agreed that if Mr Bell had any matters arising from the minutes he could raise them on his return from MAF.

Lorimer/Gavin CARRIED

PRESIDENTS ISSUES:

a) New South Wales Apiarist Association 2000
Conference:

Mr Gavin has been invited to this conference. As he is unable to attend he will write to them with his and the NBA's best wishes.

b) AgriQuality Authorised Persons:

At this stage for the Pest Management Strategy there is no level 1 or level 2 people. It was decided that this would be

followed up immediately the varroa problem has been dealt with at a cabinet level.

c) MFaT.

The President has received a report from Ministry of Foreign Affairs and Trade about Living Modified Organisms. The letter was tabled.

d) Library

Hon. Librarian John Heineman is very unwell and will be unable to carry on the job. It was agreed that Mr Gavin would talk with Mr Heineman's family and that the position would be advertised in the June journal.

e) Northland and Far North Branches of the NBA:

These branches are not functioning. Mr Gavin is to write to them to see how they wish to function in the future and suggest that perhaps they amalgamate into one branch.

f) MethylBromide:

Still available, but is being phased out due to the greenhouse effect. Mr Gavin to watch developments to ensure that a sensible alternative is available.

g) IHEO:

Mr Gavin to follow up with Mr I Berry

h) KMART Hastings:

The NBA is pleased with Kmart's responsible attitude of withdrawing from sale last year, gift packs containing imported honey. Mr Gavin and Mr Leslie to follow up and thank them.

i) FoRST.

Mrs Lorimer to discuss with Bill Floyd possibilities for making an application to them for research funding.

j) SurfactantReport:

Mr Gavin concerned about the current status of the report It was agreed that Mr Leslie would discuss with Mark Goodwin. In the mean time, if people want a copy they can pull it off the NBA Web Page or they can request a copy from Wellington Office and be charge for copying of.

k) Levy:

A couple of people had come to Mr Gavins attention that had not received this years levy notice. Mr M William's from Twizel and Mr J Thomson from Taupiri. Mr Leslie to follow up.

l) Catalogue of Library:

Will be dealt with around the time of appointment of a replacement for Mr Heineman.

m) Update of Annual Report:

Mr Gavin reported that any contributions from Executive would be appreciated and that all committees need to get their reports into head office.

"That the 1999 Annual Report be distributed with the June 2000 magazine." McKenzie/Gavin CARRIED

Mr Bell rejoined the meeting and reported briefly on the MAF meeting.

(The hobby beekeeper varroa day in Auckland on Saturday 13 May had been well attended.

(Work was still ongoing in Te Puke.

(Rawene find is a low infestation with only 5 hives

infected.

(The exotic pathogen tests had returned 100% clear.

The total of new registrations now stands at 865 apiaries and 12,500 hives.

(AgriQuality is updating the apiary register to allow for the tracking work etc if eradication goes ahead.

(Work is still going into a draft operational plan for eradication.

ANZFA:

Mr Leslie has the draft food standards on CD-ROM. This issue has probably been a bit forgotten in the last few weeks. Mrs Lorimer agreed to talk with Ron Law and make any submissions necessary.

IMPORT STANDARDS FOR BEE PRODUCTS:

This is still an ongoing issue that requires vigilance. Mr Gavin is to follow up with John Bassett.

ANIMAL PRODUCTS ACT'

Also ongoing. Mr McKenzie to follow up with the relevant Federated Farmers policy person/people.

GMO's:

ERMA now have NBA's correct address details. Another issue that needs constant vigilance.

Meeting adjourned at 12. 05pin for lunch and reconvened at 100pm.

MS HELEN BENARD~ Incident Controller, MAF NCDI joined the meeting and discussed the last few weeks of the Varroa outbreak and where MAF see things going. Ms Benard discussed

the modelling done for the spread of the Mite and talked about the ongoing surveillance work and infilling in the infected zone. She is confident that eradication is practicable and feasible. Ms Benard stressed that the Te Puke and Rawene finds were not a real problem as with any exotic disease outbreak, it should be expected that there will isolated "hot spots" appear outside the initial zone.

Mr Gavin thanked Ms Benard for her time and all the hard work she has put in since April 11. She retired from the meeting at 2. 15pm

LABELLING REQUIREMENTS:

No further action is required at this stage.

REMITTS AND RULE CHANGES:

Mr Wallingford, Tauranga has proposed some changes to the rules and some discussion was held over rule 6(a) i.

Discussion was held on the appropriate solicitor to send rule changes to for an opinion. Should the NBA now use Federated Farmers solicitor or retain Morrison Kent? It was felt that for this year at least that Morrison Kent should be used to deliberate on rule changes as they have experience with the NBA.

"That Mr Wallingford's proposed rule changes be referred to Jane Forrest at Morrison Kent"

Lorimer/Bell CARRIED

"That rule 6(a) i be referred to Jane Forrest at Morrison Kent for a comment as to suitable new wording."

Lorimer/Bell CARRIED

The Executive was reminded that the date for remits closing is June 4 2000 and that they have to be out to branches by 27 June 2000. After discussion it was agreed that the June

magazine would be used to distribute them.

It was also decided that any proposed rule changes would be passed straight to Jane Forrest on receipt at Head Office.

OSH SAFETY PLAN:

Mr McKenzie reported that haste is now not important and that we should probably take a lead from

Federated Farmers. It was agreed that Mr Leslie is to follow the issue up with the appropriate

Federated Farmers staff

RESEARCH PROJECT:

Mr Gavin raised concerns that this two-year-old project of Mark Goodwin's is lying around with no action being taken. It was agreed that it is a great pity that the report has not been given the attention it deserves.

Mr Leslie to request an electronic copy and arrange for it to be put on the NBA Web Page. The Executive will consider the next steps next month.

CODE OF PRACTISE:

The Southland Branch is still working on this. Mr Leslie is to send them a Trust application form so that the issue can be progressed.

ROY PATTERSON TROPHY

An advertisement for nominations for the award will be placed in the June Magazine with a close off for applications of 30 June 2000.

IMPORT STANDARDS - CONTINUED:

Mr Gavin reported that he had been talking with Mr Bassett

and that the next discussion paper is due in about six months.

With regard residue tests, will EU test be satisfactory for Animal Products Act? MAF are to get back to Mr Gavin.

MAF VARROA ERADICATION TECHNICAL GROUP:

Mr Stucky has responded and copied his response to the NBA. After discussion, it was deemed that the Executive support Mr Stucky's continued involvement on this group and the NBA will write to him acknowledging his report and reaffirming the executive's wish that he stay on the panel.

WEST AUSTRALIAN HONEY IMPORTS:

The Executive decided it is still against the importation of the honey and that the Secretary is to write to Dr Jim Edwards and inform him of the NBA's opposition at this time.

LANDCARE RESEARCH BROOM SURVEY:

Mr Gavin to supply the Secretary with the name of the Landcare person responsible for the survey so that the NBA can write to them and find out more of what is going on.

COST RECOVERY

The Secretary is to keep a watching brief on costs for unreasonable requests and phone calls.

CONFERENCE UPDATE:

Mr Gavin reported that the organising committee had been in contact with some questions about procedure and protocols.

'The Secretary writes to the Poverty Bay Branch and informs them that:

1. The host Mayor should be invited to open the conference

2. The Executive is happy for Eva Crane to make two speeches; 1st during seminar and the 2nd during the first day of conference. The NBA needs to know more about what it is proposed she will talk about though.)

3. With regard a panel discussion, it is suggested it be; 'How to live with the governments decision on Varroa'.

4. The NBA office will be inviting the Minister of Agriculture to speak at the conference."

McKenzie/Bell CARRIED

There will need to be reports from:

(All committees

(Murray Reid, AgriQuality on PMS

(Mark Goodwin, Hort+Research updates

Barry O'Neil, MAF Biosecurity on the Varroa situation.

It was also decided that the Varroa situation has changed the attendance needs of the Executive. There now needs to be a 2pm meeting on the Monday.

"That the Executive meets in Gisborne at 2pm on Monday July 17 and that bookings be made for 2 rooms Sunday night and seven rooms Monday-Thursday inclusive"

McKenzie/Lorimer CARRIED

FOREIGN AFFAIRS AND TRADE:

Mr Gavin reminded the meeting that we need to be aware of what MFaT is involved in and that the

Minister of Agriculture is also the Minister of Trade.

COMPUTER:

Mr Taiaroa raised concerns over memory problems with the Secretary's computer. Mr Leslie advised that the computer he uses is actually the Young Farmers' Clubs machine and that Federated Farmers are aware of the problems and they will be addressed in the next few weeks.

HONEY RESEARCH UNIT.

Mrs Lorimer reported that the Field Days project is well in hand. Fiona O'Brien will co-ordinate things as a contractor to the NBA.

There is a need for the NBA to hold public liability insurance. Mr Leslie to follow up with the Association's insurance broker.

Meeting adjourned at 5.00pm.

Tuesday 16 May 2000.

Meeting reconvened at 8.50ain.

ACCOUNTS:

Pavments for approval

Cheque# Creditor \$

(if applicable)

Mar00

717 Executive Caterers 87.50

718 DF Bell 1,016.02

719 West Plaza 804.60

720 T Gavin 123.98

721 Telecom	1.90
722 Air New Zealand	2,978.02
723 A Tairaroa	276.40
724 AgriQual	11,706.75
725 AgriQual	23,413.50
726 CHE Print	5,611.82
	46,020.49

Varroa Related - To Date

Air New Zealand	366.00
A P Shuttles	138.00
Dzina Web Pages	473.64
This Hotel	398.65
T Gavin Expenses	800.00
Telecom	47.82
James Cook	1,661.62
West Plaza	2,636.05
Skyway Lodge	175.00
Oakwood Manor	3,494.25
J Lorimer - Tolls	324.98
L McKenzie	599.20

	11,115.21
April & May 2000	
Dzina Web Pages	33.75
A Taiaroa	213.50
CHE Print	10,306.17
AgriQual -	23,413.50
AgriQual - Testing	4,776.75
M Bush	210.16
Creative House	2,475.00
Federated Farmers	34,952.01
Pronto Copy	219.38
Floyd Marketing	4,368.80
Telecom	72.08
Clear	39.18
BNZ Account fee	12.50
Gavins Apiaries	400.24
At Work Insurance	114.31
J Lorimer	59.90
T Leslie	72.50
	81,739.73

138,875.43

Current Account at 28/04100

323,437.97

184,562.54

To Consider

The \$30,000 overdraft from the Trust @ 5% 3 months = 30,375
to pay back on 31105/00

"The payments made be ratified and the accounts presented be
approved."

Gavin/Lorimer CARRIED

"That the \$30,000 on loan from the Trust as a form of
overdraft be repaid on 31 May 2000."

Lorimer/McKenzie

CARRIED

"That the Waikato Branch of the NBA account of \$3,000.00 for
the National Field Days be paid"

Gavin/Lorimer CARRIED

Deferrals:

It was decided that the Association would have to go by the
same system as the previous few years for

2000 as there is an ingrained expectation from many levy
payers that they can use the NBA as their

bank. This is unfortunate as the deferral system is only for
cases of genuine hardship such as drought.

An updated system will be brought into place and minuted at the Annual General Meeting so that there can be no confusion in the future:

Invoices will be sent in September for payment on 20 February 2001 based on what is on the register at 31 August 2000. This will give AgriQuality ample time to update the register based on the ADR's.

A statement will be sent on 31 December 2000 as a reminder.

2000 YEAR ADR's:

Executive was disappointed that this years Annual Disease Return's had not been sent by due date. It was felt that regardless of the fact that Varroa had arrived on April 11 2000, they should have been ready to go at the end of March.

It was decided that the Secretary writes to AgriQuality and expresses the NBA's disappointment that the ADR's were late.

ACC:

At this stage, because the NBA is not an employer there is no issue of concern. The issue needs a watching brief.

FRST:

Mrs Lorimer to talk with Bill Floyd and Mr Gavin to talk with Mark Goodwin with regard opportunities or action that the NBA needs to consider.

WEB PAGE:

The Secretary to check the MAF page to ensure that the NBA contacts are up to date. Also important to consider future development to ensure that the page, www.nba.org.nz is relevant and up to date.

TRUSTEES:

Executive discussed the terms of current Trustees. Consensus is that at this stage there is no need to consider any changes to the Trustees.

The Executive also discussed the use of the Trusts once there has been a decision from government on Varroa. At this time the NBA will have to consider making application to help with education, publicity and membership issues.

NEXT EXECUTIVE MEETING:

Teleconference at 7.30pm on 13 June 2000.

Executive meeting in Gisborne 2.00pm, Monday 17 July 2000.

COMMITTEE REPORTS:

(Exotics - no report. Mr McKenzie reported that he had attempted to make contact with the chairman of the committee during the first fortnight of the Varroa response to ascertain the Committee's response and thoughts. Still no action apart from Mr Lindsay making contact and visiting Mr Taiaroa at Head Office.

(PMS. Mr Bush had contacted asking for a direction for the Committee. The Executive felt that regardless of the Varroa situation, the PMS Committee should carry on with its AFB work and work towards getting their report to the Minister and thinking about the contract for next year.

(Marketing. Had already reported earlier. Field days the main activity.

(Publications. Considering a new magazine publisher who will gather advertising and publish the journal at no cost to the NBA apart from postage.

Meeting adjourned for lunch at 12.15 and reconvened at 1.00pm.

MR DORAN - CHB PRINT:

Mr Doran joined the meeting until 1.45pm and discussed general Beekeeper Magazine management issues with the Executive. He stressed the need for the address labels to be post coded for better value postage and that articles and advertising must be in on time.

TRAINING OF TRAINERS DAYS:

These two sessions were held at Ruakura and Lincoln on consecutive days.

"The Secretary to write to Mr B Stevenson and ascertain the attendance at each day and supply the

NBA bank account number so that Mr Stevenson can deposit the proceeds from the days."

Lorimer/McKenzie CARRIED

APPLICATIONS TO TRUST:

The only application the Executive was aware of related to investigation of spray drift. Mr Bell to follow-up and get back to the Secretary if any action is required.

AUDIT OF APIARY REGISTER:

"That the report be received, members submit their comments to the Secretary. Any recommendations for further action on access and maintenance be deferred for discussion at the June meeting."

Bell/Lorimer CARRIED

LEVY DEFERRAL POLICY

The issue of deferrals was revisited. After discussion a new policy was proposed:

Apply in writing by 31 December stating reason for

application with supporting documentation. The payment schedule to be:

1/3 on receipt of application, post dated to 31 March

1/3 on 31 May,

1/3 on 31 July.

if any cheque bounces, the debt to sent straight to a collection agency.

if the second instalment is late, it doubles.

This policy will be taken to the AGM so that it is minuted as an AGM action.

VARROA:

A letter from Mr B Stevenson was tabled. Mr Stevenson considers that Varroa should be included in a pest management strategy. The Executive considered the issue and decided that any action is premature as the NBA still does not know what the end situation will be and currently is not resourced for a Varroa PMS. Once a cabinet decision is made, the Association will be in a better position to plan.

Mr Bell discussed some of his concerns about the future regarding education and social support. "That the NBA consult the appropriate experts (e.g. Andrew Matheson) to pull together the relevant information about dealing with varroa and establishing a Varroa investigation unit. (This may involve funding from the trust to employ a student research person.)"

Bell/Lorimer

CARRIED

"The Secretary to discuss with Federated Farmers how best to tackle the issue of social assistance for apiarists who may

find themselves in difficulty dealing with the consequences of the Varroa incident."

McKenzie/Bell CARRIED

Mr Gavin talked about the \$2,5000 cheque sent to the office to set up a fighting fund. It was decided to write to the donor and thank them for their kind donation, stress that at this stage it is too early to tag the money to specific varroa programmes.

The Secretary is also to send a copy of the MAF Technical Group's report to the NBA's Easter Monday Group.

AEB ELIMINATION MANUAL:

Some concern was raised that the journal Bee Bizz is advertising the manual for sale. The Secretary to follow up on issues of copy write and sale of the manual when Mr Taiaroa sends a copy to the office.

PUBLICATIONS:

The magazine was revisited. In light of the proposal from McKenzie Thornton publishers it was decided that Mr McKenzie is to follow up with them and discuss issues around editing and delivery' to the appropriate postal centre. Report back to the June meeting.

LAST YEARS REMITS:

Executive members to address these and report at the June meeting.

Meeting closed at 4. 10pm.

=====
NATIONAL BEEKEEPERS ASSOCIATION OF NEW ZEALAND INC MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE NATIONAL BEEKEEPERS ASSOCIATION OF NEW ZEALAND INC HELD IN THE OFFICES OF FEDERATED FARMERS NEW ZEALAND INC, AGRICULTURE HOUSE, 12 JOHNSTON STREET,

WELLINGTON ON WEDNESDAY AND THURSDAY 28 AND 29 JUNE 2000
COMMENCING AT 10.30 AM ON THURSDAY 28 JUNE 2000.

PRESENT

Mr T Gavin (President in the Chair) Mrs J Lorimer, Messrs, L
McKenzie, T

Taiaroa, S C Goodman (Executive Secretary) and T Leslie.

In Attendance: Messrs, P Cropp & R Hatfield (Executive Elect)

President Terry Gavin welcomed all to the meeting and welcomed
incoming executive members Phillip Cropp and Richard Hatfield to
the meeting as observers.

APOLOGIES

D Bell. S Goodman (Thursday)

MEETING TIMES

It was agreed that the meeting times would adjourn at 5.30pm on
the Wednesday. Start at 8.30am on Thursday and finish at 4.30pm.

MINUTES

Minutes of the Executive Meeting held May 15 & 16 2000 were
accepted as a record of the meeting with the alteration of Crown
Kerr in place of McKenzie Thornton on page 8.

Lorimer / Taiaroa CARRIED

There were no matters arising.

A discussion was held on when the notices for the 2000 AGM went
out.

Mr Leslie was instructed to check and ensure that they went to
all Branch Chairmen and Secretaries in the mail of 28 June

Waikato Rule Change

"That the Waikato Branch suggested rule change be referred back to them asking them to bring it back next year with a more in depth rationale."

Taiaroa / McKenzie CARRIED

Reports

PMS Committe

The PMS Committees Annual Report was tabled at 11.30am. It was decided that to give the Executive more time to "digest" the report that a lunch adjournment be called and that the meeting would reconvene at 1.00pm.

Meeting reconvened at 1.00pm

A full discussion was held on the draft report. It was decided that some changes were required to better reflect periods of reporting so that the report compared "apples with apples". Figures should be extrapolated to compare periods.

It was also felt that the Varroa outbreak should be mentioned. Mainly to explain changes in activity for the period April - July 2000. There were also questions about the required 200 Authorised Persons and whether this had been achieved.

"The Secretary to write to branches and request names of people, preferably who have sat the Disease Recognition Exam, prepared to be an Authorised Person for the AFB PMS."

Lorimer / Taiaroa CARRIED

Publications

Mr McKenzie reported that questions raised at the last meeting about Crown Kerrs ability to deliver magazines to NZ Post ready for distribution have been answered. They can handle our request.

There is still some work to progress on the idea of a part time editor.

Mr McKenzie will report back after the AGM.

Marketing

No Report. Field days had gone well at Mystery Creek.

Executive Secretary

Discussion held on the future of this position with Mr Goodman and Mr Leslie.

"That the NBA approve Mr T Leslie as the Executive Secretary from June 28 2000."

Lorimer / McKenzie

Audited 1999 Accounts

A brief discussion was held on the final accounts. End result was better than expected - just.

"The 1999 Audited Accounts be approved"

Lorimer / McKenzie

Budget 2000

It was agreed that Mrs. Lorimer will discuss this item at the AGM.

Standing Orders

These will have to be addressed by the incoming Executive.

Meeting adjourned at 5.15pm and reconvened at 9.15am on Thursday June 29.

PMS Review

It was agreed that after further discussion overnight that "The Secretary write to the Minister of Agriculture and request a 2 week extension to gather better statistics."

Lorimer / Taiaroa CARRIED

The upcoming PMS Contract was discussed. Due to the commercially sensitive nature of discussion; "That the discussion on PMS Contract be held in Committee"

Taiaroa / Lorimer CARRIED

Much work to be done, but things are fluid at the moment with varroa.

"That we move out of Committee"

Lorimer / Taiaroa CARRIED

"The Executive accept the draft report of the PMS Committee and the negotiation of a new contract with AgriQuality"

Taiaroa / McKenzie CARRIED

Adjourned for Lunch at 12.15pm.

Messrs Kay, Dickinson and Berry, Honey Industry Trust Trustees joined the Committee for Lunch.

Meeting reconvened at 1.00pm

Trust

The Trustees were presented with a scenario for funding that involved a total of \$29,000. These were considered to be one off, extraordinary expenses that the NBA felt fitted within the Trusts funding parameters. The Trustees agreed that the Executive Secretary would make application to the Trust for this assistance.

The Trustees retired from the meeting at 1.45pm.

AGM

Mr Leslie tabled an email from Mr N Wallingford questioning the timing of AGM notices.

"The Secretary fax another copy of the Agenda and Rule Changes to Branch Secretaries and ask that it be distributed to all members as soon as possible"

Lorimer / Taiaroa Carried

The meeting also requested that the Secretary bring to the AGM a copy of the rules registered earlier this year.

Varroa

The meeting felt that a formal feeling of where the industry was at with regard eradication or control was required. Most branches had canvassed their members. It was decided to hold two conference calls on Friday June 30. A South Island call at 10am and a North Island call at 10.45am.

Branch Chairmen and Secretaries would be invited to participate and give a felling form their respective branch to the following:
"Are you, yourself and branch willing to accept the impact of a Varroa eradication process"

"That these two calls take place tomorrow and the Secretary arrange a notice to all branches this afternoon"

Lorimer / McKenzie CARRIED

Tony St Clair, CEO of Federated Farmers Joined the Meeting. A discussion was held on the pros and cons of eradication:

Pros:

Cost benefit to NZ economy

Maintain pollination at reasonable cost and level

Drug free status would be retained

Feral population would be maintained

Long term social cost minimised

Increase in PMS compliance

Cons:

Risk of failure

Destruction of bees

Non compliance

Emotional stress

Cost of compensation

Accounts

"That payments be ratified and approved"

Lorimer / Taiaroa CARRIED

Varroa fighting Fund

Any money that has come in so far to be held in the Varroa Reserve fund that has been set up within the accounting system. Mr Leslie reported that this separate code is in place and this is where code all expense and income related to Varroa.

Privacy Commissioner

No further action

Executive Funding to Branches for the AGM

"That we will accept an application from branches for one half of one return airfare to Gisborne."

McKenzie / Taiaroa CARRIED

The President thanked all for their attendance and closed the meeting at 4.40pm

=====

National Beekeepers' Association of New Zealand (Inc.) Executive Meeting, Minutes of a meeting held at the Eastland Motor Lodge, Gisborne on Monday July 17 commencing at 2.40pm.

Welcome

President, Terry Gavin welcomed the executive to the last meeting before the AGM.

Present

Terry Gavin, (President), Don Bell, Lin McKenzie, Tony Taiaroa, Jane Lorimer, Tim Leslie (Executive Secretary), Philip Cropp (Executive Elect).

Apologies

Nil

Minutes

"Minutes of the Executive Meeting held on 28 & 29 June 2000 approved as an accurate record."

McKenzie/Taiaroa - CARRIED

Matters arising

Letter to branches re authorised persons, will be sent after the Conference.

Standing Orders will be addressed during the meeting.

"Minutes of the two conference calls held on 30 June approved as an accurate record."

Taiaroa/Lorimer - CARRIED

Finances

"Accounts paid totalling \$78,295-46 be ratified"

Lorimer/McKenzie - CARRIED

"The financial statements for period ended 30/6/00 be accepted

Lorimer/Bell - CARRIED

Discussion was held on those who dispute their levy "That a list of disputes, branch by branch be forwarded to branches to ascertain their validity with the proviso that the legal status of giving this information to branches is checked beforehand."

Lorimer/McKenzie - CARRIED

Standing Orders

Discussion was held on the Standing Orders. Legal advice is that the Standing Orders need to be updated as they are considered to be outdated and in urgent need of review.

"That the Standing Orders be rescinded and the incoming Executive redraft them."

Taiaroa/Lorimer - CARRIED

Varroa - general

The Executive Secretary tabled a draft agenda for the Varroa debrief to be held on Friday July 28.

It was decided to consider the issues over the next couple of

days.

PMS Review

Discussion held on the final draft of the PMS Report that was sent to the Ministers of Agriculture and Biosecurity on 11 July.

It was felt that the report is a very good and accurate portrait of the past 12 months.

AgriQuality Report to the AGM

This report was tabled and a brief discussion was held. Felt that it (the report) was the usual annual report.

"That the AgriQuality Report be accepted."

Bell/Lorimer - CARRIED

Report on Meeting with MAF - July 13

Mr McKenzie reported on a "briefing" with MAF Biosecurity and Policy held between 2.00pm & 3.30pm on July 13.

The purpose of the meeting was to set some topics for the future and issues that will have to be addressed. Dr O'Neil will discuss these at the AGM on Wednesday afternoon.

Consensus was that the conference will have to give the NBA executive and MAF a lead on where the industry sees the future and how this will happen with what resources and help.

Federated Farmers/NBA Contract Costs

A letter from Federated Farmers was tabled that showed the costs of the current situation are more than competitive with previous years.

Close

The President wished all a good conference and closed the meeting

at 5.40pm.

=====

Minutes of the National Executive Committee Meeting held on Friday July 21 2000 at the Sandown Park Motor Hotel, Childers Road, Gisborne, commencing at 9.05am.

Welcome

President Richard Hatfield welcomed the Executive to its first meeting of the year since the AGM on the 19th and 20th July.

Present

Richard Hatfield (President), Don Bell (Vice President), Executive Committee members, Jane Lorimer, Terry Gavin, Phillip Cropp and Lin McKenzie, Executive Secretary Tim Leslie and Secretary advisor, Steuart Goodman.

Visitors:- Tony Taiaroa and Murray Bush (PMS Committee Chairman.)

Items of Business

PMS - Contract and Committee

Library

Magazine

Strategy Planning

Conference Remits

Marketing

Levy Collection

Compliance issues

South Island Meetings

North Island Meetings and Auckland Meeting

Ten week varroa programme from NBA point of view

Phase 2 and Phase 3 of varroa control

Barry O'Neil issues

Associations finances - a case to Minister for help?

Rates of Payment for beekeepers engaged in 10 week programme

Exotics

Exports

Apicultural products international conference

Appointments to other bodies

Remits

PMS

Due to Mr Bush having to catch an aeroplane he discussed some issues with the Executive.

Mr Bush, Mr Goodwin and Mr Reid are developing a proposal for MAF Biosecurity for funding the training of Level One Authorised people - need \$30k - \$40k.

Mr Bush and Mr Goodwin working on a pilot for combining AFB and Varroa Surveibuce in the South Island.

A matter of urgency to write a contract for AgriQual for the 2000/2001 year's AFB work.

Raised the idea of using branches for more of the Auditing and Inspection programme.

The meeting felt this was OK so long as the "auditors" are seen

to be neutral.

Mr Bush would like to see a brief go in the magazine ASAP.

"That the decision to use branch people for audit and inspection roles in the AFB PMS be affirmed."

Don Bell/Jane Lorimer - CARRIED

Splitting the Roles of PMS Review and Steering/Implementation, Mr Bush reported that the current PMS Committee of 5 wishes to be the implementation committee.

Mr Bush thanked the outgoing Executive for its support.

"The National Executive Committee thanks the 1999/2000 PMS Committee for its hard work under difficult circumstances."

Phillip Cropp/Terry Gavin - CARRIED

PMS Contractor

Urgent need to get something under way. After discussion it was moved: "That the President progress a contract with AgriQuality that sets out; Performance Criteria, Performance Reporting, they are paid for what they do - not on average every month. The Contractor reports defaulters to the NBA on a regular basis. All instructions are to be in writing and there is room for variations. This contract to take advice from Federated Farmers legal and policy and the Mr Hatfield follows up with MAF Biosecurity the Apiary Database, access and maintenance agreement in tandem."

Don Bell/Phillip Cropp - CARRIED

It was agreed that Mr Gavin would be the Executive member responsible for the PMS.

Library

The library issue to be parked until late August 2000. In the meantime "Mrs C Taiaroa be acting NBA Librarian."

Jane Lorimer/Lin McKenzie - CARRIED

Branches will be written to and advised of situation and asked for expressions of interest from interested people to run the library.

Strategic Planning

It was agreed that a workshop would be held on August 12 and 13 at Federated Farmers Ormond Room. The Secretary to make necessary bookings.

Magazine

Mr McKenzie to continue negotiations with Crown Kerr and get something in place as soon as possible. Marketing

Mr Cropp and Mrs Lorimer will take responsibility. Issues to look at are:-

- a new marketing "plan" including the Contract with Floyd Marketing.
- branding
- Qual Mark
- Website
- Structure, resources, branches

Levy Collection

The President will scope this issue with Biosecurity and firm up the NBA's legal standing and issues for follow up.

NBA Executive Secretary and President to also take our own legal advice on follow up with Federated Farmer's lawyer.

Island Meetings during 10 week programme for the 2 year programme

The Executive decided it is desirable to have as many meetings as possible. At least 3 in the South and 2 in the North. Mr Taiaroa entered the meeting to report on the Friday NCPJ/Biosecurity Conference Call.

The main issues for NBA are movement control and a beekeeper liaison person. It was agreed that Mr Gavin and Mrs Lorimer consider the movement control issue.

"That Mr Graham Cammell be approved by the NBA to be the liaison person for the 10 week treatment programme."

Bell/Cropp - CARRIED

Issues to discuss with Mr O'Neil

Payment for both Technical Advisory and Steering Board Members.

Payment /compensation for opportunity cost of involvement for individuals.

The need for the NBA to have a paid project manager.

Mr Hatfield's vision for how the future organisation of the response will be managed.

Rates of pay offered to beekeepers working during the 10 weeks.

Apicultural Products Conference

Issue for marketing committee.

Appointments

This will be addressed at the Planning meeting for confirmation at the September meeting.

It was agreed that Mr Cammell would need both a direction and support from, the NBA.

"That the Executive Secretary write to Mr Cammell and give the Executive's support and tell him that Mr Gavin and Mrs Lorimer are his NBA support people."

Bell/Cropp - CARRIED

"That the NBA call on the expertise of Federated Farmer's staff as independent assessors for Varroa compensation claims."

Bell/Gavin - CARRIED

"That Mr Bell and Mr McKenzie be the NBA's people on the selection panel for a Varroa Control Programme Person."

Hatfield/Lorimer - CARRIED

EU Exports

The Executive Secretary to write to AgriQuality and request our share of the collection and analysis money for all honey sent to the EU. The letter to state our concerns about lack of information and dollars with a copy to Group Director Biosecurity.

Export Group

Mr Cropp to instigate an Export Group

Exotics

Mr Gavin to keep a watching brief.

Compliance

Mrs Lorimer and Mr Cropp to work on and consider:

Education

Enforcement

Ease of compliance

Remits

Remits are allocated to Committee members for consideration.

- | | |
|------------------------------|-----------------------------|
| Remit 1. P Cropp | 14. Workshop |
| 2. R Hatfield | 15. McKenzie/ Bell |
| 5. P Cropp | 16. P Cropp |
| 7. D Bell | 17. McKenzie/Bell |
| 8. D Bell | 18. Lorimer/Gavin |
| 9. T Gavin | 19. McKenzie/Bell/ Hatfield |
| 10 T Gavin | 20. P Cropp |
| 11 Consider at workshop | 21. Executive - Sept? |
| 12. L McKenzie/D Bell | 22. Workshop |
| 13. Part of structure review | |

Varroa debrief

It was agreed that Mr Bell and Mr McKenzie would attend this on Thursday 27 July.

Mr Hatfield closed the meeting at 12.25pm.

=====
Minutes of the National Executive Committee Teleconference held on Saturday August 5 2000, commencing at 6.00pm.

Welcome

President Richard Hatfield welcomed the Executive to a quick call to review a letter from Barry O'Neil, Group Director MAF Biosecurity responding to a letter from Mr Hatfield.

Present

Richard Hatfield (President), Don Bell (Vice President), Executive Committee members, Jane Lorimer, Terry Gavin, Phillip Cropp and Lin McKenzie, Executive Secretary Tim Leslie.

Business

It was decided to go through the letter and discuss the relevant sections and paragraphs.

Paragraph 2/Section 1:

There was agreement that the MAF's desire to seek an extension on the 15 September date for a response to Cabinet was acceptable due to the need to get the consultation right. Consultation section:

Mr Cropp and Mrs Lorimer reported that they are well through contacting their respect island branches to get names for representatives to attend the pre consultation forum in Wellington on August 16. They will have the names to the Executive Secretary by 9 August.

It was agreed that Mr Hatfield would work with MAF to discuss the issue of funding the Island Consultation meetings. Dates of these meetings to be with the Executive Secretary by last thing Tuesday 8 August.

The Executive Secretary to discuss with D Belton from MAF the procedure for distributing to all beekeepers the Varroa Draft Operational Control Plan. The meeting felt that it should be posted to everyone on the register. Development section:

Para 2. Mr McKenzie and Mr Bell to work on agenda items for the Regional Consultation Meetings so that there is a standard set of issues discussed at each meeting e.g. Application and disposal of Apistan strips.

Para 3. Mr Hatfield to contact Mr Dowler from MAF to discuss milestone dates for compensation.

Para 5. List of Chemicals needed and needing registration to be sent to the Executive Secretary so that they can be collated.

Para 6. Issues about the register will have to be monitored and the NBA will have to drive this issue with MAF.

Para 7. A watching brief will be kept on residue monitoring and

the associated issues with the Animal Products Act.

Para 8. Compensation discussion. Federated Farmers staff from Auckland and Tauranga will act as assistance and arbitration respectively.

Para 9. Continued involvement. Mr Bell and Mr McKenzie happy to continue their roles.

Para 10. Research Advisory Group. Mr Bell and Mr McKenzie to follow up with MAF.

Para 11. A strong feeling from the Executive that the NBA are participants in all varroa discussion, not advisors.

Conclusion section:

Para 1. Compliance issues. As the current response is under Section 6 of the Biosecurity Act, the regional meetings need to make the heavy penalties for non-compliance clear. Also the availability of compensation and it's terms under Section 6.

Para 2. If the response leads to a new or additions to the current PMS, the NBA will need additional MAF funding to achieve the aims of a PMS.

Other:

Issues for the planning weekend 12/13 August.

Movement control

Delegates meeting agenda for 16 August. Mr Bell to handle.

Mr Hatfield closed the meeting at 7.05pm.

=====
MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE NATIONAL BEEKEEPERS ASSOCIATION OF NEW ZEALAND INC HELD IN THE OFFICES OF FEDERATED FARMERS NEW ZEALAND INC, AGRICULTURE HOUSE, 12 JOHNSTON STREET, WELLINGTON ON SATURDAY 12 AUGUST 2000 COMMENCING AT

8.45am.

PRESENT Mr R Hatfield (President in the Chair); Mr D Bell (Vice President); Mr T Gavin; Mrs J Lorimer; Mr L McKenzie; Mr P Cropp and T Leslie (Executive Secretary).

President Richard Hatfield welcomed all to the meeting which he hopes to have over in one hour so that the planning meeting could commence at 10.0am.

APOLOGIES Nil

MINUTES

Minutes of the Executive Meeting held July 17 2000 are an accurate record.

McKenzie / Bell CARRIED

Minutes of the Executive Meeting held July 21 2000 are an accurate record.

Bell / Cropp CARRIED

Minutes of the Executive Tele Meeting held August 5 2000 are an accurate record

Cropp / Gavin CARRIED

Actions from Minutes:

1. Standing Orders
2. Rules and Constitution

Consensus of meeting was that these issues would be addressed once the planning exercise had been completed.

3. Remits

Will be addressed during and post planning.

CORRESPONDENCE

Inwards:

Letter from M Reid, AgriQuality NZ requesting an invoice for \$11,490 + GST for balance of EU Testing monies after their costs had been deducted.

Ministers of Agriculture and Biosecurity thanking for the PMS report

B Clements requesting help from NBA on submissions to Waipa District Plan.

Outwards:

Invoice to AgriQuality for EU Testing

PMS reports to Ministers of Agriculture and Biosecurity

Actions:

1. The President to write to AgriQuality and express displeasure at the incomplete list of newly registered beekeepers and request a meeting with the CEO when he is next in Wellington.
2. EU Testing will be covered during the planning session.
3. The President to seek advice from Association Solicitor regarding the Privacy Commissioner ruling over the N Wallingford complaint.

FINANCIAL

The accounts for end of July 2000 were presented.

Summarised they showed a total levy take to date of \$357,529 (GST Exclusive) with deferrals of \$39,427.00 (GST Exclusive) yet to come in.

Accumulated funds at 31 July stood at \$154,672.84.

Discussion took place on reporting methods and requirements.

Mr Hatfield reinforced how important it was that the Association did not trade insolvently as this is a crime under the company's act.

"The July 2000 accounts be accepted as an accurate record"

Lorimer / Gavin CARRIED

Actions:

1. Mr Leslie to meet with Federated Farmers accounting staff to ensure that all debtors are entered into the accounting package so that true aged reports can be presented on a monthly basis.

2. From August 2000 meeting any expenses relating to Executive Members to be highlighted and passed separately to the main accounts.

GENERAL

1. Travel Cards:

Executive Secretary raised the issue of airline travel cards now that the NBA uses Federated Farmers for administration services.

"That all travel be handled and booked centrally through the Federated Farmers Wellington Office to gain maximum travel savings possible. All individual travelcards to be returned to the Executive Secretary."

Cropp / Bell CARRIED

2. Information Access Policy:

The President expressed a concern that the Association does not

have an information access policy. Brief discussion centered how to best achieve this and maintain openness as well.

"That the Executive Secretary investigate and recommend to the October meeting an Information Access Policy that allows for information to be passed on a no charge if able to be electronically processes or where research and copying is required that a charging regime be implemented."

Bell / McKenzie CARRIED

3. Communication from B Clements re Waipa District Plan:

It was agreed that the Association recommend that Mr Clements join Federated Farmers to gain access to their RMA expertise and subsequently (if practicable) an article to be placed in Beekeeper about the issue.

4. Mr McKenzie's Notice of Motion:

Mr McKenzie had circulated a motion to redirect the Marketing Committee's efforts to market paid pollination services to all farmers in New Zealand. It was agreed that this be discussed during the planning meeting.

The President thanked all for their participation and adjourned the meeting at 10.00am

ISSUES THAT CAME OUT OF THE NATIONAL BEEKEEPERS ASSOCIATION OF NEW ZEALAND (INC.) PLANNING MEETING HELD IN THE OFFICES OF FEDERATED FARMERS NEW ZEALAND INC, AGRICULTURE HOUSE, 12 JOHNSTON STREET, WELLINGTON ON SATURDAY 12 AUGUST 2000 AND SUNDAY 13 AUGUST 2000 COMMENCING AT 10.15am ON THE 12TH.

Marketing:

"The marketing Committee is given direction to focus their activity in the following priority order;

1. Pollination

- 2. Honey
 - 3. Pollen
- Propilus
- 4. Venom
 - 5. Wax

So that unpaid pollination services are eliminated as Varroa progresses through the Country."

Library:

"That Mrs. C Taiaroa be appointed the Associations Hon. Librarian from 14 August 2000."

McKenzie / Cropp CARRIED

NBA Journal:

"That from September 2000 issue (if possible) Crown Kerr from Dunedin be the publishers of the Beekeeper"

McKenzie / Cropp CARRIED

Make up of new NBA Sub Committees:

"That Sub Committees set up as a result of the Planning Meeting be voted on at the September Executive Meeting with a single vote veto"

Bell / Gavin CARRIED

Mr Hatfield thanked the Executive for it's hard work over the last two days and closed the meeting at 3.00pm, Sunday 13 August 2000.

September 2000 at the offices of Federated Farmers of NZ (Inc), Johnston Street, Wellington commencing at 9.50am.

MEETING 1, 2000/2001

Present: Richard Hatfield (President); Don Bell (Vice President); Terry Gavin; Lin McKenzie; Jane Lorimer; Philip Cropp (all Executive). Tim Leslie, (Executive Secretary).

The President welcomed all to the meeting and established that there was a quorum.

Apologies - nil

Minutes of Executive Meeting held 12 August 2000 were confirmed.

Gavin/McKenzie Carried unanimously

There were no matters arising.

Actions from previous minutes

4.1 Standing Orders

Mr McKenzie tabled a model template for standing orders. The Executive Secretary to distribute to the Executive and Governance Committee.

4.2 Rules & Constitution

Agreed that these would be addressed by the Governance Committee.

4.3 Remits

These have now been allocated to portfolio holders and these people will report back on progress at Executive Meetings.

4.4 AgriQuality Contract 1999/2000

The President has written to the CEO of AgriQuality and has now had a reply. Mr Hatfield to follow up.

4.5 EU Testing

Mr Cropp reported that he has made contact with Dr Jim Edwards. Now working towards putting an Export Committee together.

4.6 Privacy Complaint against NBA with Complaints Review Tribunal

Mr Hatfield reported that he and Mr Leslie had visited Morrison, Kent, Solicitors. Mr Bell also attended the meeting. Ms Forrest was asked about any potential conflict with this issue and she assured that there is none. As a consequence Ms Forrest was asked to prepare a response which she has done. The choice now is:

1. Does NBA do nothing and who acts for NBA?
2. Does NBA turn up at hearing and "roll over?"
3. Turn up and defend vigorously.

"That the NBA vigorously defends this complaint."

McKenzie/Cropp Carried

At this point Mr Hatfield withdrew from the discussion and handed over the chair to Don Bell.

Mr Bell stated that the NBA needs some closure on this issue and asked who should act for the NBA at the CRT hearing. After a discussion it was moved: -

"Richard Hatfield act on the NBA's behalf with back up from Morrison, Kent."

Gavin/Lorimer Carried

With Richard Hatfield abstaining.

5.7 Debtors into CBA

This has now been completed. Jane Lorimer to work with Tim Leslie to follow through now.

5.8 Executive Expense Claims

Action completed.

5.9 Information Access Policy

A draft will be ready for the October meeting.

Other Issues

Mr Clements had a good result with his RMA dispute with Waipa District Council. Beekeeping and honey house activities a use of right.

"Executive teleconference of 17 September 2000 approved."

Bell/Gavin Carried

Actions from meeting

A letter to D Belton re movement controls. Has been drafted - will be sent.

Varroa's status as an unwanted organism. Still to confirm with D Belton that this is the "official" line. NBA still determined it is under Section 6 of Biosecurity Act.

Executive needs to consider movement control issues. Will be picked up later.

Correspondence

Inwards 13 August 2000 - 16 September 2000

Date:From:Regarding

14/08/00: S Lee: Copy of letter to L Olsen

18/08/00: Minister Agriculture: Acknowledgment

28/08/00: Minister Agriculture: Allowing NBA to publish his
AFB Annual Report Letter

25/08/00: T Lorimer: Compliant re Presidents letter

25/08/00: Complaints Review Tribunal: Privacy Compliant

30/08/00: Business Continuance: long term planning
opportunities

31/08/00: Farmsafe: information

7/09/00: John Morgan CEO AgQual: Reply to R Hatfields
concerns

Outwards 13 August 2000 - 16 September 2000

Date:From:Regarding

16/08/00: John Morgan CEO AgQual: Contract concerns

16/08/00: Branches: Reminder of duties

16/08/00: Barry O'Neil: Varroa Issues

16/08/00: M Smith x2: Engagement for debt recovery

16/08/00: Branch Delegates: TOR for Delegates meeting

16/08/00: All Beekeepers: Levy Collection - notice for
beekeeper

23/08/00: Registrar Inc. Societies: Annual Report

25/08/00: B Doran CHB Print: Advice of new publisher of

Beekeeper

31/08/00: Branches: Clarify letter of 16/08/00

31/08/00: T Tairaroa: Clarification

1/09/00: M Reid: Article about unregistered beekeeper

"The inwards be accepted and outwards approved."

Gavin/Cropp Carried

Issues

The President apologised for not circulating the letter to Branches to the Executive.

Finance

Levy Income Outstanding @18/09/00 - taken from Full Apiary Register File

1999 Levies still outstanding: \$42,821.22

Deferrals for 2000 in total: \$42,990.32

Overdues for 2000

- Amounts of \$60.75

(Not chased with reminders): \$101,634.75

- others: \$36,274.50

Total receivables: \$223,702.79 (Including GST)

Consolidated Position at 31/08/00

Accumulated Funds: \$153,326.74

Represented by:

BNZ C/a \$130,734.07

Westpac Trust Otago \$791.66

BNZ 97 C/a \$3,491.29

Withholding Tax Paid \$1,544.29

Taxation Balance-\$1,750.14

GST \$8,998.26

BNZ Auto Call A/c \$225.41

Total: \$144,034.84

Investments

Westpac Trust \$1,004.00

Country Wide Term Deposit \$26,610.00

Total: \$27,614.00

Other - Recoverables

Varroa Reserve Fund \$27,131.16

Total Assets \$198,780.00

Current Liabilities

Accounts Payable \$22,232.50

Suspense A/c \$2,220.76

Total: \$25,453.26

Term Liabilities

Honey Industry Trust Term Loan \$20,000.00

Total Liabilities \$45,453.26

Net Assets \$153,326.74

"That the accounts for end of August 2000 be accepted."
Cropp/McKenzie Carried

Issue

>From next month Jane Lorimer will present the accounts in her position as treasurer and there is a need to sort out the AFB Contract.

Interest Penalties

"Any levy account under \$100.00 will not be actively chased, but will accumulate for collection the following year with the appropriate penalties."

Gavin/Cropp Carried

Action

1.7.1

Separate the two levels of bad debt and report those under \$100.00 and those over \$100.00.

Executive Expenses

J Lorimer: Tolls & Faxes: \$103.45

Gavin's Apiaries: Tolls & Faxes: \$137.69

L McKenzie: Mileage/Travel: \$864.30

R Hatfield: Parking, Tolls & Faxes: \$469.47

Total: \$1574.91

"That Executive Expenses as presented be paid." Cropp/Gavin Carried

Accounts for Payment

"That accounts as presented for August 2000 totalling \$35,481.23 be paid." McKenzie/Bell Carried

Actions

1.7.2 Richard Hatfield to supply Jane Lorimer a copy of allowable executive expenses.

1.7.3 Tim Leslie to gain an opinion on what rate to pay mileage at.

1.7.4 Tim Leslie to copy monthly honey statistics to Executive and ascertain to whom and what can be sent out under the terms from Statistics New Zealand

1.7.5 For future meetings the Executive Secretary and Treasurer report on what is normal and what its extraordinary expenditure.

The meeting took a five minute break at 11.40 am and reconvened at 11.45am to address a couple of General Items.

General Business

9.11 It is also noted that anecdotal evidence suggests some statutory declarations have been filled in falsely.

"Any false statutory declaration, ADR's and COI's that come to the notice of the NBA as false will be reported to either the Police or MAF Enforcement." Gavin/McKenzie Carried

Meeting adjourned at 12.10pm for lunch.

Meeting reconvened at 1.20pm.

Reports

Action

8.1.1 Executive Secretary to send out Richard Hatfield's report template.

8.1 FB PMS - Terry Gavin Mr Gavin reported that he had held discussions with Murray Bush who was asking about the necessity for some of the reporting Executive is asking for - he has concerns about the cost implications. "Agreed that the basic level of accountability in the PMS contract be expected."

Gavin/Cropp Carried

"That a telephone conference be set up with the PMS Committee for the President to outline the NBA's point of view." Bell/Cropp Carried

"That the NBA have separate operation and review committees for the PMS and that TOR to be drawn up." Gavin/Cropp Carried

8.2 Communications - Lin McKenzie

Magazine - a meeting has been held in Christchurch with Crown, Kerr.

February 2001 will be first issue with Crown Kerr as publishers.

Lin is helping to find an editor and the NBA will be required to part fund.

Library

Christine Taiaroa now on board as Hon. Librarian.

Electronics

Still work to do. Initial talks have been held with webmaster.

It was agreed that Richard Hatfield and Lin McKenzie work together.

Phone Calls

Lin McKenzie to develop a Phone tree.

Support

Lin McKenzie to look at Biz Info and other potential agencies.

8.3 Compliance

Richard Hatfield presented a report of activity.

"That draft Terms of Reference for Compliance Committee be accepted."

Hatfield/Gavin Carried

Mr Leslie reported that on 31/8/00, Mike Smith had sent out the first letters to those with over \$1000.00 outstanding in levy arrears.

8.4 Environment

Jane Lorimer - quite a bit of activity with information flowing in on Draft Animal Products Act, DNZFA and Royal Commission on G.E. Don Bell left to participate in a MAF call re the meeting on 20 September.

8.5 Exotics

Terry Gavin - is due to meet Roger Polland from MAF at 10.00am on the 21st to discuss EU sampling issues.

Action

8.1.2 The TOR for Exotic Committee be reviewed by Terry Gavin who will come back with recommendations to the October meeting.

8.6 Exports

Phil Cropp - has talked with Jim Edwards to start things off again. Jim Edwards very keen to see the NBA start on Export Committee again. Phil Cropp recommends a committee of 2 live bee exporters and 2 honey exporters. Phil Cropp feels that education is needed to help people understand their requirements.

Action

8.1.3 Phil Cropp to develop TOR for Export Committee.

Don Bell returned from the MAF call and reported back that the changes to the Draft Control Plan will be dealt with in the order of surveillance, treatment and movement control.

"That NBA appoint Mark Goodwin as the NBA's technical advisor with full recognition as speaker at Varroa meetings."

McKenzie/Lorimer Carried

8.7 Finance

Jane Lorimer presented a budget versus actual for this year. Still some work to do on marrying the way NBA has done things to the Fed's CBA system.

Mr Hatfield relinquished the chair and Mr Bell took over.

"That for the 2001 Budget round, Branches submit to the NBA Executive by the November 2000 meeting a plan for their 2001 expenditure in order for the NBA top make appropriation allocations

Hatfield/McKenzie Carried

Richard Hatfield resumed the chair.

Discussion of application to Trust.

Action

8.1.4 Tim Leslie to make application for support from the Trust to cover:

1. Last year's Gainsford cost.
2. Executive Secretary's oversight (Goodman 2000).
3. Technical advisor to NBA
4. Up coming privacy issue.

8.8 Governance

Richard Hatfield reported that a meeting will be held in March 2001 to address long-term governance issues for the NBA.

8.9

Marketing

Philip Cropp reported on talks with Floyd Marketing.

Action

8.1.5 Philip Cropp to develop an access policy for marketers and members with Floyd Marketing.

8.1.6 Philip Cropp to give consideration to trade marking and intellectual property issues and report progress at November meeting.

At this stage 2001 AGM and Conference was discussed.

"NBA supports Otago Branch desire to have the 2001 Conference at Queenstown, but notes reservations about costs of transport and urges the Branch to exercise common sense on the location."

Gavin/Cropp Carried

8.10 Support

Lin McKenzie reported on initial discussions with Biz Info and that the new Sustainable Farming Fund might have use.

8.11 Varroa

Don Bell

"That Mark Goodwin be retained as Varroa Technical Adviser to the NBA." Gavin/McKenzie Carried

Don Bell reported that the Varroa Management Booklet is out for writing and that Mr F Lindsay is the NBA's representative on the Compensation committee.

Don Bell reported that he felt the Varroa sub committee would probably be best set up once the MAF Varroa Management Committee is set up.

Election of Committees: The following be approached (subject to al)

PMS Ops -M Bush (Chair), G Cammell, I Spence, B Lancaster

PMS Review - L Olsen, John Berry, A Booth, M Wraight

Coms Ops & Coms Review - Lin McKenzie to sort out by October meeting.

Library - T and C Taiaroa

Compliance- J Ward, F Lindsay, S Peacy

Environment - R Moore, B Foster

Exotics - P Berry, G Hyink, S Lee

Export - M Haines, R Berry, J Hurtnell, R Bensemann

Finance Ops - I Berry, J Lewis, J Lorimer ex officio

"The finance op's committee approve all expenditure within budget, but bring to the executives attention the extraordinary, exceptional or unusual."

Gavin/Cropp Carried

Treasurer Committee - J Lorimer, J Lewis

Governance - A McCaw, M Stucky, T St.Clair, S Olds and one to add.

Cropp/Gavin Carried

Marketing - T Taiaroa, S Olds, B Bixley plus two others.

"Any executive member be a member of a committee in an ex officio role

Bell/Gavin Carried

Support - Lin McKenzie to propose at next meeting.

Varroa - reserved as per previous discussion.

"That all the above be approved subject to their approval."

Lorimer/Cropp Carried

Strategic Plan

"That Strategic Plan version 1.2 be adopted."

Cropp/Gavin Carried

General Business

Privacy Issue:- Tim Leslie and Richard Hatfield to continue to work with Morrison Kent.

Regional delegates Varroa meeting on 20/9/00. To discuss after today's meeting.

Governance Committee will meet in March 2001.

The meeting was closed at 9.00pm.

=====

Minutes of the Executive Committee meeting held Saturday 28 October 2000 at the offices of Federated Farmers of New Zealand (Inc), Armagh Court, Christchurch, commencing at 8.40am.

Meeting No 2, 2000/2001

Present: - Richard Hatfield, (President), Don Bell (Vice President), Terry Gavin, Lin McKenzie, Jane Lorimer and Philip Cropp. Tim Leslie (Executive Secretary).

The President welcomed all to the meeting and established that there was a quorum.

Apologies - nil.

Minutes of Executive Meeting held September 19, 2000 were confirmed.

L McKenzie/D Bell Carried

No matters arising.

Actions 1.7.1 - Bad Debt. Work continues on collection.

"If all bad debt is collected by the next levy setting

round, a 5% reduction in levy will be applied to the next levy."

L McKenzie/P Cropp Carried

Action 1.7.2 - Allowable Executive Expenses.

Richard Hatfield has supplied to Tim Leslie who will pass to Jane Lorimer.

Action 1.7.3 - Mileage rates. Still work to complete. State Services Commission and IRD to be contacted for rulings by Jane Lorimer.

Until a "new: level is set, the finance committee to recommend a fair and reasonable level.

Action 1.7.4 - Honey Statistics. Tim Leslie reported that once the NBA has them from the Statistics Dept, they are the NBA's to do with as they like.

"People and companies wanting statistics to pay \$100.00 + GST per year. A notice to this effect to be placed in November 2000 Beekeeper."

J Lorimer/L McKenzie Carried

Action 1.7.5 - Signed off and complete.

Action 1.9.1 - Tim Leslie has written to the officer and awaits a response.

Action 8.1.1 - Signed off.

Action 8.1.3 - Philip Cropp still working on.

Action 8.1.4 - Tim Leslie meeting Trustee next week.

Action 8.1.5 - Philip Cropp working on with Bill Floyd.

Action 8.1.6 - Deferred to November 2000.

Correspondence

"Inwards accepted and outwards approved."

J Lorimer/D Bell Carried

Reports

PMS Terry Gavin reported on progress with the PMS After discussion the following remits were moved: -

"If a portfolio holder has a person decline committee membership or a member resigns, the portfolio holder 'in consultation with the committee' is to make an appointment to fill the vacancy and to bring to the next Executive meeting for ratification."

D Bell/L McKenzie Carried

Terry Gavin reported on the success of the Authorised Person training although in some branches everyone who wanted to, couldn't attend.

"The NBA Executive acknowledge the excellent job that AgriQuality did with the AP training courses and extends the Committees congratulations."

D Bell/L McKenzie Carried

Terry Gavin also reported that some branches are not willing to undertake the AFB surveillance.

"If a branch does not wish to undertake surveillance work for the AFB PMS work, the Executive will appoint an AP in the area concerned."

J Lorimer/D Bell Carried

"AP's must be fully compliant with all aspects of NBA's work."

L McKenzie/P Cropp Carried

Communications - L McKenzie reported on progress.

Meeting recessed at 10.15am for a discussion with Floyd Marketing (Bill and Sandie) to mainly discuss the NBA's submission to the Royal Commission on Genetic Modification submission.

The Main points agreed were: -

A time limited moratorium on open research.

End products must be GM free.

Research allowed in a closed environment.

Mandatory labelling of GM goods.

Annual review of committee set up to assess the moratorium.

It was agreed that ethical considerations are paramount.

A brief discussion was also held on ANZFA submissions. Due to concerns about some statements from Mr R Law it was moved: -

Action 2.7.1 "That the NBA makes a statement disassociating the Association from Mr Law's position."

D Bell/P Cropp Carried

Meeting reconvened at 11.25am.

Compliance - Richard Hatfield

Work proceeding on follow-up on ADR's and COI's. As the NBA has still had no formal reply from MAF regarding the list of under reported apiaries. There is still follow up to happen.

Action 2.7.2. "Executive Secretary to write to MAF and request an understanding of why prosecutions can't proceed or get on with progressing prosecutions."

T Gavin/D Bell Carried

At this stage, 11.35am, meeting suspended to discuss with Mr G Mavromatis, the progress on the NBA's Sustainable Farming Fund application.

It was decided to do some targeted lobbying to let the "right" people know that NBA has an application in. An article will be placed in Beekeeper as well.

Action 2.8.1. Make application to Trust for seeding money of \$10,000 for the Sustainable Farming Fund and \$100,000 to underwrite the project.

Action 2.8.2. Lin McKenzie to draw up Terms of Reference for SFF steering committee and approach regional representatives to be delegates for regional representation.

Action 2.8.3. Lin McKenzie, Richard Hatfield and Tim Leslie to work on a contract for Mr G Mavromatis.

"That Lin McKenzie be sponsor of the SFF Project and that Mr G Mavromatis be appointed Project Manager, subject to funding and that the committees be formed."

D Bell/T Gavin Carried

"That the Executive extends their thanks to Lin McKenzie for the excellent work getting the SFF project off the ground."

J Lorimer/P Cropp Carried

The meeting broke for lunch at 12.30pm and Trevor Corbett; Secretary of Canterbury Branch NBA joined the Executive for lunch.

Meeting reconvened at 1.20pm and returned to item 7 -

reports.

Compliance - continued

Action 2.7.3. Terry Gavin to discuss with PMS Operations Committee and Nelson Branch the issue of AD training for those who wish to participate but haven't yet had the opportunity.

Environment - J Lorimer

Jane Lorimer reported that work in progress is the GM Royal Commission correspondence from Forest and Bird re Argentine Ant and monitoring of ANZFA. .

Will notify Federated Farmers who our Portfolio holders are and will also approach branches for an environment representative.

Exotics - T Gavin

Terry Gavin reported on progress with exotic surveillance. Has had discussions with Roger Polland, MAF. Terry Gavin concerned that surveillance budget is only \$100k per annum. To ensure major sampling is done, beekeepers should be contracted to undertake. It was noted that the "Draft Standard for Surveillance of Diseases of Honey Bees" indicates in appendix one, item 3, that under the OIE Animal Health Code - mammals, birds and bees (special edition 1997 Appendix 4.2.5.1 Sanitary Control) there is an instruction for "rapid eradication of any outbreak of a contagious disease."

Actions:

Action 2.7.4. Richard Hatfield to raise concerns the NBA has with the "Draft Standards."

Action 2.7.5. Tim Leslie to request under the official information act, the original terms of reference, what the exercise cost, and the results of the bee response exercise

held Pukekohe 1999. In addition the results/actions from the debrief and also results of testing export package bees from Auckland and Waikato in 1998.

Action 2.7.6. Tim Leslie and Terry Gavin to write to Roger Polland to discuss the NBA's minimum requirements for surveillance.

Finance - Jane Lorimer

Jane Lorimer reported on current situation. Slightly better than anticipated at this stage. The Executive Secretary is working on bad debts and these are being actively chased now. Jane Lorimer noted that the Honey Trust loan instalments and interest had been paid for this year.

There were no extraordinary items to report.

"That the Executive expenses by paid."

J Lorimer/D Bell Carried

Exports - Philip Cropp

The Export committee is keen to get things rolling and discuss issues to ease export certification. Philip Cropp notes that there is more new documentation to come through. The Executive expressed concern at new rules for EU testing and costs.

Action 2.7.7. NBA to write to MAF (cc to Barry O'Neil) stating our extreme discomfort with the potential for another level of compliance for Authorised Persons in that NBA AP's cannot participate for export needs.

Action 2.7.8. NBA to write to MAF and tell them that the NBA will not be paying for EU testing and any past memos of understanding are now withdrawn. The letter to be published in first available Beekeeper Magazine.

Governance - Richard Hatfield

Next step is to send out constitutions and terms of reference for the committee.

Marketing - Philip Cropp

Working on clarifying status of trademark issues for manuka. The marketing Committee needs to clarify who owns and can use research and intellectual property and to sort out the enzyme honey trademark and testing issues.

Support - Lin McKenzie

Main work has been Sustainable Farming Funding. Will have to chase up on an article about Murray Auld in the Beekeeper. Murray Auld is the Rural Support Co-ordinator.

Varroa - Don Bell

"The NBA Varroa Advisory Committee be made up of the Regional Representatives."

D Bell/J Lorimer Carried

Action 2.7.9. Contact MAF and ask about the posters for ports and request they be up in seven days.

Action 2.7.10 Re contract D Belton to clarify the unwanted status of varroa.

"The NBA representatives on the Varroa Management Group be Richard Hatfield, Don Bell and Tim Leslie."

L McKenzie/J Lorimer Carried

Executive Secretary (attached)

General Business

"NBA approve the membership of all the standing committees."

P Cropp/D Bell Carried

"NBA members requesting to be Authorised Persons must have at least 3 years recorded experience in beekeeping and at least 3 years continuous compliance to have AP Status and to maintain AP Status they must maintain full compliance."

T Gavin/L McKenzie Carried

Approval of Committee Terms of Reference - passed to November 2000 meeting.

Strategic Plan - under control.

Privacy case - progressing. Has cost \$1200 to date.

"All Committees, Branches, Executive, portfolio holders and other organisational units shall report quarterly activity in the Beekeeper during the following quarter. Quarters = calendar quarter, i.e. March, June, September, December."

P Cropp/T Gavin Carried

ADR and COI non-compliance. Tim Leslie reported that he had received a list of beekeepers non-complying with ADR requirements. During November they will be written to.

AgriQuality

Action 2.8.1. Executive Secretary to contact Murray Reid and thank him for his full report and request that it goes in Beekeeper.

Library

Mrs Taiaroa currently transferring Library Account trustees.

"Signatories to Library Account be the Executive Secretary and C Taiaroa - one of."

P Cropp/T Gavin Carried

Crown Kerr

Lin Mc Kenzie to circulate new contracts to the Executive for discussion.

Minister of Agriculture's letter regarding a review of Commodity Levy system. - referred to compliance committee.

Apiary database access agreement. - refer to Terry Gavin and PMS application committee.

Meeting closed at 5.30pm.

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National Beekeepers Association Executive Committee Meeting No 3, 2000/2001

Minutes of the NBA National Executive Committee meeting 3, held Saturday November 25, 2000 at the Centra Auckland Airport commencing at 8.40am.

Present: - Richard Hatfield, President, Don Bell, Vice President, Terry Gavin, Lin McKenzie, Jane Lorimer and Philip Cropp, Executive members and Tim Leslie, Executive Secretary.

1. The President called the meeting to order and established that a quorum was present.
2. No apologies.
3. Minutes of Executive Meeting held 28 October 2000 were accepted as an accurate record. D Bell/L McKenzie Carried
4. No matters arising.
5. Actions:-

2.7.1 "That the NBA makes a statement disassociating the Association from Mr Law's position."

D Bell/P Cropp Carried

Reported that this issue had been dealt with.

2.7.2 "Executive Secretary to write to MAF and request an understanding of why prosecutions can't proceed or get on with progressing prosecutions."

T Gavin/D Bell Carried

Executive Secretary reported that this issue is proceeding with ongoing contact with MAF.

2.8.1 Make application to Trust for seeding money of \$10,000 for the Sustainable Farming Fund and \$100,000 to underwrite the project. Exec. Sec still to meet with David Kay.

2.8.2 Lin McKenzie to draw up Terms of Reference for SFF steering committee and approach regional representatives to be delegates for regional representation.

L McK reported that this is on hold.

2.8.3 Lin McKenzie, Richard Hatfield and Tim Leslie to work on a contract for Mr G Mavromatis.

"That Lin McKenzie be sponsor of the SFF Project and that Mr G Mavromatis be appointed Project Manager, subject to funding and that the committees be formed."

D Bell/T Gavin Carried

L McK reported that this is on hold.

2.7.3 Terry Gavin to discuss with PMS Operations Committee and Nelson Branch the issue of AD training for those who wish to participate but haven't yet had the opportunity.

TG has discussed with M Bush and another training is scheduled for early 2001.

2.7.4 Richard Hatfield to raise concerns the NBA has with the "Draft Standards."

This has been signed off.

2.7.5 Tim Leslie to request under the official information act, the original terms of reference, what the exercise cost, and the results of the bee response exercise held Pukekohe 1999. In addition the results/actions from the debrief and also results of testing export package bees from Auckland and Waikato in 1998.

Exec. Sec. Reported that this awaits a result from the letter in the same vain sent by Mr Blair from Auckland

2.7.6 Tim Leslie and Terry Gavin to write to Roger Polland to discuss the NBA's minimum requirements for surveillance.

TG reported that he is due to meet Mr Poland before Christmas.

2.7.7 NBA to write to MAF (cc to Barry O'Neil) stating our extreme discomfort with the potential for another level of compliance for Authorised Persons in that NBA AP's cannot participate for export needs.

Still to be actioned.

2.7.8 NBA to write to MAF and tell them that the NBA will not be paying for EU testing and any past memos of understanding are now withdrawn. The letter to be published in first available Beekeeper Magazine.

Letter to be sent early next week.

2.7.9 Contact MAF and ask about the posters for ports and request they be up in seven days.

Exec. Sec reported that this has been achieved and MAF have given an undertaking. Apparently there has been some trouble with Tranz Rail regarding using buyable space.

2.7.10 Re contract D Belton to clarify the unwanted status of varroa. "The NBA representatives on the Varroa Management Group be Richard Hatfield, Don Bell and Tim Leslie."

L McKenzie/J Lorimer Carried

Exec. Sec. Reported that this had been completed and Mr Belton had replied in the affirmative.

2.8.1 Executive Secretary to contact Murray Reid and thank him for his full report and request that it goes in Beekeeper. Signed off.

Other Matters

Based on the rates set by IRD it was proposed: "That Mileage rates be paid at either: - \$0.28c/km flat or \$0.62 km for first 300km and then \$0.19/km thereafter.

This to be reviewed once per year, when fuel fluctuates up by more than 15% or when IRD changes rules."

J Lorimer/P Cropp Carried

6. Correspondence

Inwards - 29/10/00 - 24/11/00

Date: From: Re:

31/10/00 MAF Biosecurity Information about compensation claims

01/11/00 Fed Farmers Notice of National Council Meeting 14 & 15 Nov

03/11/00 MAF Policy Rural Support Co-ordinator Contract

15/11/00 MAF Biosecurity Draft ToR for Varroa Management Group

16/11/00 MAF Policy SFFund - notice of decline of
application

15/11/00 D Belton Return of Apistan strips

15/11/00 D Belton Development of Varroa Phase III

17/11/00 MAF Biosecurity Enforcement letter re non
complying beekeepers

Morrison Kent Various re privacy complaint

Compliance and Bad Debts Various letters seeking
explanation

M Smith Various letters re debt collection

Outwards

23/11/00 CHB Print Letter to editor/article in
November Beekeeper

23/11/00 Royal Commission on GM Explanation of
relationship between NBA & Poverty Bay

Morrison Kent Various letters re privacy complaint

Compliance and bad debts Various letters of explanation

M Smith Various letters re debt collection

"That inwards be accepted and the outwards approved."

D Bell/P Cropp Carried

7. Finance

"That Executive expenses totalling \$1909.69 be paid."

L McKenzie/T Gavin Carried

8. Reports

AFB PMS - Terry Gavin.

"For the next year, the NBA write to MAF and request that the NBA have Level One inspectors."

J Lorimer/L McKenzie Carried

Action:

T Leslie and T Gavin to draft a letter.

Communications - Lin McKenzie

"That Angela Crompton be accepted as the editor of the Beekeeper from 1 January 2001 and that L McKenzie formulate a contract with her and Crown Kerr Print."

L McKenzie/P Cropp Carried

"That Crown Kerr will be the publishers and Angela will be responsible to them, further, Lin McKenzie to set up an editorial policy board for the Beekeeper for approval at the next meeting."

L McKenzie/P Cropp Carried

Website: - Lin will discuss ideas and progress with Richard Hatfield.

Copywrite:- "Any permission given to 3rd parties re publication of NBA property be revoked."

L McKenzie/P Cropp Carried

Action: T Leslie to pursue this issue with legal advise from M Smith.

Compliance and Governance - Richard Hatfield

Discussion held on deferral policy and a proposal put up by Richard Hatfield was accepted as policy.

"The policy for levy deferral in the 2001 year be:

1. That no more than 20% of the total levy that is due to the NBA can be deferred. This will be on a first come first serve basis.

2. Beekeepers that have no levy debt other than through a deferral at the 1 February may be granted a deferral.

3. Any beekeeper that has failed to pay their levy on time in the last levy collection period and did not enter into a deferral shall not be granted a deferral this levy payment.

4. Deferrals cannot be granted for total levies due that are less than \$500.

5. Any beekeeper that fails to make a deferral payment shall become immediately liable for the full amount plus any penalties on the outstanding amount.

6. The maximum deferral payment schedules are:

Levies Due for the year	Number of Payments	When
\$501-1,500	2	March, June
\$1,501-3,500	3	March, June, September
Over \$3,501	4	March, June, September, December

7. No deferral will be granted to any beekeeper that has previously been summonsed to court for failure to pay levy within the last 5 years.

8. No deferral will be granted to any beekeeper that has not complied within the last three years or is being investigated for non-compliance with any part of the legislation affecting beekeeping. This includes (but not exclusive) failure to provide

ADR/COI, failure to register apiaries, failure to report disease.

9. The no member shall involve or influence in the determination of whom is granted deferrals except through this policy or as a written request to the National President.

10. All requests for deferrals must be received one calendar month before the date that the levy is due and must be in writing to the Executive Secretary on the form provided.

11. If a deferral is not granted then the levy payer might appeal in writing to the President stating the part of this Policy that the Executive Secretary has not been complied with. The President's decision shall be binding. If the President has a conflict of interest then the Vice-President shall make the determination.

Review of Policy

This policy will be reviewed annually by the executive at the November executive meeting.

J Lorimer/D Bell

Carried

Meeting broke for lunch at 12.00pm and reconvened at 1.00pm when it met with representatives of the Auckland Branch of the NBA; Bob Blair, Graham Cammell and Trevor Cullen, there was an apology from Brian Alexander, to discuss any issues of concern to them.

The Varroa Management Group and advice to was discussed. It was agreed that the ARAC group should be properly made up and briefed.

The slow return of Apistan strips was raised. This seems to have improved now but will be watched.

Mr Cullen praised the current executive on its cohesiveness and direction and posed the question of sending a NBA delegation to the American Bee Federation Conference in 2001. This is an important Conference as it is a meeting of practical beekeepers and would be an opportunity to look at varroa and marketing. The

meeting agreed but could not see a way for the NBA to fund a delegate at this stage.

Messrs Cullen, Blair and Cammell left the meeting at 2.00pm.

Environment - Jane Lorimer

Quiet at the moment apart from monitoring Animal Products Act and GM Royal Commission.

Action Jane Lorimer to gather all APA work into the Environment Committee.

Exotics - Terry Gavin

Working on details with Roger Polland - MAF.

Action - T Gavin to urgently follow through with R Polland on issues related to Exotic surveillance and report at next meeting.

Exports - Phil Cropp

Executive Secretary to work with Phil and MAF Food.

The meeting agreed that the NBA was not prepared to underwrite the EU testing programme anymore.

Action - Exec. Sec to write to MAF and convey this policy.

Post the meeting this issue has involved the President meeting with MAF.

Finance - Jane Lorimer

Only extraordinary to report is the extra work Floyd's have done on the GM Royal Commission.

Richard Hatfield proposed a new budgetary structure and layout more in line with NZ accounting practices (attached)

"That the proposed format for the budget be adopted"

Richard Hatfield / Philip Cropp Carried

Action: Jane Lorimer to put together the 2001 budget based on the format for discussion at the next meeting. (RH willing to assist if necessary)

Marketing - Philip Cropp

"That the Terms of Reference be approved."

D Bell/J Lorimer Carried

Discussion held on the direction for marketing in 2001 and it was agreed that the NBA wishes to see a quality certification scheme implemented that will act as a market position statement.

Action - The Marketing Committee work on a Honey Qual Mark as a start for 2001.

Post the meeting, RH had written to the marketing committee.

Work on honey qual mark have as its objective to increase the value of a certified product, ie. differentiate on quality and certainty of product and production.

There will be: -

Standards for product quality.

Standards for product content - eg. primarily made up of
.....

Standards for product lab certification.

Standards for product production.

Standards for product auditing."

R Hatfield/P Cropp Carried

"The marketing budget for 2001 be \$70.000."

R Hatfield/P Cropp Carried.

It was also agreed that as a general principal from now on, everything is either patented or trade marked and that the Executive Secretary will discuss with Mike Smith an Intellectual Property Contract that members of the Marketing Committee will sign.

It was also agreed that the 2001 contract for the Marketing Consultants would contain in addition to the usual - restraint of trade for 1 year. non competitive clause that intellectual property belongs to the NBA

Action - Philip Cropp to put in place by next meeting.

Support - L McKenzie

Lin McKenzie to continue to refine the SFF application.

Action - Lin McKenzie to have a refined application ready for the February application round.

Varroa - Don Bell

Don reported that he felt two important issues were the need to defend the movement control boundary and the NBA needs a mission for varroa now that we are well into phase II. He stated that if the movement control boundary is not defended proactively, it might as well not be there.

Mission for living with Varroa.

"To ensure that the economic, intrinsic and other values of beekeeping are sustained throughout New Zealand:- the financial viability of commercial beekeeping minimise the loss of domestic beekeeper activities minimise environmental impacts product quality and viability is maintained varroa maintains an unwanted organism status with the long-term hope of eventual elimination."

D Bell/P Cropp Carried

It was noted that the Green Party policy is to eradicate.

Action - Don Bell to draft a letter to Ministers Sutton and Hobbs outlining the NBA's stance (mission) emphasising the NBA's desire for active spread reduction and the eventual elimination of Varroa.

"The NBA's representatives on the Varroa Management Group be: - Richard Hatfield and Graham Cammell plus the Executive Secretary. This will give coverage from the three zones plus executive and administration input."

D Bell/T Gavin Carried

Executive Secretary

Main work has been follow up work on the Bad Debt and ADR/COI default situation.

980 letters are being sent out on 30 November to alleged ADR and COI defaulters based on information sent from AgriQuality.

Mike Smith has sent 94 letters to debtors from the 2000 year. A further 46 letters have been sent to debtors who have outstanding from the 1999 & 2000 years.

At this stage it looks like the NBA will have to proceed to District Court recovery from at least 4.

21 beekeepers have been referred to the MAF enforcement unit to investigate alleged apiary registration irregularities.

9 General Business

9.1 Review of Executive Secretarial/Administration contact with Federated Farmers.

It was agreed that Philip Cropp and Terry Gavin undertake this

prior to Christmas 2000.

9.2 EU testing.

Peter Cropp and Executive Secretary to continue work with MAF and AgriQual where necessary.

9.3 Rule 17(a) - Governance Committee will consider this as part of it's review.

9.4 AgriQual

Action - The Executive Secretary to write to and instruct that in the year 2001 all correspondence re the PMS must go out on NBA letterhead which the NBA will supply.

9.5. Budget will be completed at the January 2001 meeting

9.6. Transfer of Queens between islands.

This to be dealt with through the magazine.

9.7. 2001 Conference.

Lin McKenzie reported on progress in Queenstown.

Action - Tim Leslie to book Executive in the Conference Hotel from 22 -27 July inclusive.

Discussion on AGM format. It was agreed that the actual AGM be short and deal with the legal requirements of the Association to allow more time for invited guests and remits.

9.8 Crisis Management Plan

Agreed that a CMP be developed during 2001.

9.9 AFB PMS and future management of NBA

It was agreed that during 2001 the NBA actively work towards having a structure that allows the employment of our own Level

One inspectors and that the structure also allows the NBA to administer/oversee a Qual Mark enterprise for honey and bee products.

The President thanked all for their input and closed the meeting at 7.30pm

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